



December 23, 2002 DEPARTMENT OF ADMINISTRATION

Board of Supervisors
Waukesha County Courthouse
515 West Moreland Boulevard
Waukesha, Wisconsin 53188

Honorable County Board Members:

Submitted herein is the County's 2003 Budget as adopted by the County Board of Supervisors. The 2003 Waukesha County Budget theme "Performance with Integrity" reflects our commitment to our citizens that we will maintain the public's trust in providing quality services in a prudent and fiscally responsible manner.

Waukesha County will continue to lead the way among counties in the State of Wisconsin, and the nation. The County continues to perform with integrity in financial management and budgeting by controlling spending, limiting tax increases, and balancing the need for service with the taxpayers ability to pay for quality government services.

MANAGING SPENDING AND TAXES

This is a difficult period for most local governments in Wisconsin. As the economy is slow to recover, revenues from Federal and State sources are stagnate or dwindling, and health care costs are skyrocketing. These issues taken together have made this year's budget one of the most challenging to assemble in over a decade. Yet this budget continues to meet priority needs while dealing with the formidable economic impacts.

The 2003 Adopted budget tax levy rate declines from last years level by \$0.11 per \$1,000 property valuation from \$2.42 to \$2.31, a decrease of 4.5%. Since 1990, the tax rate has been reduced by \$1.02 or over 30% from \$3.33 to \$2.31 per \$1,000 of property value.

The 2002 general County property tax of \$78,065,454 (for 2003 budget purposes) represents an increase of \$2,842,325 or 3.78% from the 2001 tax levy. As discussed below, at least half of the increase can be attributed to the dramatic increase in employee health care costs impacting the budget.

The County's 2003 budget appropriations total \$229,287,973, which consists of capital project spending of \$29,638,300 and operating expenditures of \$199,649,673. The operating expenditure increase is maintained at about 4.77% even after absorbing the skyrocketing health insurance cost impacts (an increase of \$2.4 million). Future year (2004-2006) operating costs will be higher from the impacts of partnering with most municipalities to provide shared dispatch services (beginning in 2004) and the Justice Facility expansion project first year operating impacts (2005).

A key factor in maintaining budgets with modest expenditure and tax levy increases is our ability to keep our labor force relatively stable. Despite continued growth of the County, greater demands for services, this budget includes only a net 1.31 FTE newly authorized positions. Personnel costs are contained at an increase of approximately 5.5% including recent dramatic increases in health insurance costs indicated above.

IMPACT ON HOMEOWNERS

The tax bill impact on County residential taxpayers, based on an average home value at nearly \$205,000, as determined by the 2000 census and adjusted for residential market inflation, will result in a County tax increase of 1.7% or \$8.10 from last year. Due to varied municipal property assessment ratios to equalized values as determined by the State Department of Revenue and market inflation on property values, the tax bill impact on the County's equalized tax rate of \$2.31 per \$1,000 of property value will vary.

BUDGET DRIVERS

Again, this year's budget has been prepared under very difficult circumstances, but department heads and their staff have risen to the challenge, with creativity, innovation, and cost effective priority setting to meet the County Executive's tax levy increase goal. This year's challenge again results mainly from the continuing dramatic increases in employee health care insurance costs. During most of the 1990's, health care inflation had been increasing on average at about 8% annually, while this budget reflects an average increase of about 27% or \$1.6 million greater than the past trend.

The absence of a continued State/County partnership especially to fund the State Circuit Court system and Human Services programs places significant pressure on maintaining service levels and increases the County's tax levy support. It has been publicized that the State budget for the 2003-2005 biennium will have a structural deficit currently estimated at over \$2.8 billion. Many uncertain factors that may arise from State budget reductions including responsibilities being shifted to local government without associated funding are not yet determined. Some of these unknown factors will likely come into focus during 2003 requiring some adjustments on our part

For the past seven years, the State budget has provided no increase in the County's major Human Services funding source, the Basic County Allocation (BCA). This lack of increase in BCA is a significant driver increasing Health and Human Services local levy need by \$1.1 million in this budget.

The State budget repair bill did nothing to change a difficult long-term provision that modifies the W-2 program for food stamps and medical assistance programs back to the welfare programs of the mid-1990's. This provision continues to threaten the future of the County's highly successful welfare to work programs by creating a future potential funding gap of more than \$300,000 per year.

Certain lower priority Human Services programs are reduced in this budget due to fiscal pressures. Reductions include plans to downsize and phase out the BASIC (Basic Assistance and Services for Individuals in Crisis) medical program. The Public Health division will eliminate its vision/hearing screening clinics, and limit its sexually transmitted disease clinics to provide services on an appointment only basis saving nearly \$100,000 in tax increases. In addition, 3.0 FTE regular full time positions are not funded and 3.35 FTE temporary extra help position funding has been reduced totaling nearly \$210,000 that is reallocated to higher priority Human Service areas.

Despite increasing court fee charges, the State has not provided for additional State circuit court support grant funding allocations to counties, but absorbs the increased revenues into the state budget. Since these revenues are sent to Madison to fund state government, the County will levy nearly \$260,000 of additional property taxes to support State courts for 2003.

Other significant budget driver impacts include the following:

- ◆ Human Services Long-Term Care has been a major State funding priority for a number of years. The State continues this priority in 2003 by providing the County \$2.3 million in federal/state pass through funding for Community Options, Community Integration and development disability programs. This saves the State medical assistance costs by keeping individuals out of high cost institutional settings. Part of this funding provides for \$1.8 millions of additional expenditure appropriation as the result of higher costs of care per day that is required for more complex services to keep eligible clients living in the community who are frail elderly, mentally ill, or who have physical or developmental disabilities.
- ◆ Human Services Developmental Disabilities budget includes expenditures increases of over \$750,000 and additional County tax levy of \$322,000 for intensive treatment services (mandated) for six court ordered individuals required to be placed at state centers, increases in the number of days of client care and inflationary cost increases for existing client care.
- ◆ Human Services Mental Health Outpatient Services budget includes additional tax levy for contractual service cost increases of \$286,000 for existing mental health care purchased services and \$125,000 for mental health outpatient client medication costs (a 32% increase) to keep chronically mental ill individuals stabilized in the community.
- ◆ Human Services Birth to Three program for children who have developmental delays or disabilities is a State priority with additional state funding of \$188,000 for this mandated program. The total number of Children estimated to be served is increased by 87 to 964.

STRATEGIC BUDGET INITIATIVES

In these uncertain economic times with limited resources, we must continue to make prudent fiscal management priority decisions to invest wisely in our future and slow the growth of government.

- A new shared dispatch operation will locate at a new Communications center to provide combined dispatch and call taking services. This new division has been placed in the Public Works department with a transition year operating budget at about \$197,000. By combining the Sheriff and (currently 29 communities) police, fire, emergency medical and public works dispatch operations into a single center, services will be more efficient and cost effective. The plan is for the center to be ready for providing service in 2004. The major benefits identified include direct cost savings for participating municipalities and their taxpayers along with technologically advanced and efficient facilities including a new Computer Aided Dispatch (CAD) and records management software systems. To work on implementation of this critical initiative, contracted positions (starting at various quarters in 2003) include a Communication Center Operations manager, a Training coordinator, and a Senior Information System Professional.

- The Criminal Justice Coordinating Taskforce recommended and the County Board established a Criminal Justice Collaboration Council to carry out analysis/special studies and to recommend and implement comprehensive changes aimed at controlling jail inmate population growth. The Council is provided with budget appropriations totaling \$206,800 and additional county tax levy funding of \$100,000 to begin contracting for services that address front end and aftercare monitoring services to help reduce recidivism.
- The County Board passed a resolution and subsequent ordinance to sell the historic Courthouse annex to the County Historical Society approving a ten year contract (grant providing) agreement. Consistent with the terms of the agreement, the Parks and Land Use budget continues to provide a \$215,000 program grant to assist in running the day-to-day program operations of the museum. The Public Works budget provides \$225,000 for a building operation grant to maintain the facility. In addition, \$235,000 is budgeted in the non-departmental budget for one-time capital expenditures in the facility to be made by the Historical Society. The City of Waukesha will issue general obligation bonds to fund most of the major renovation and rehabilitation to the building. In the future, grants to the Historical Society, including an annual capital grant reimbursement to the City over 10 years will be budgeted in the Parks and Land Use (program grant) and Non-Departmental (all other grants) budgets.
- The County's Land Information Systems (LIS) budget includes expenditure appropriation of \$473,000 funded with LIS fees and State Land Information Board grants. It includes the creation of one Land Information Mapping Technician position to respond to Information requests from the general public and County staff and will provide data integration activities and file maintenance of the Geographic information system.

To meet funding priorities, other services are reduced and/or restructured to meet budget objectives.

- Transit Services eliminates one New Berlin route (302) due to the low amount of riders and the resulting high costs (about \$24.50) per passenger trip. The next highest transit route is estimated at \$18.80 per passenger trip for 2002. This route was instituted as a trial route with Congestion Mitigation Air Quality (CMAQ) grant funding. This change will reduce spending by nearly \$410,000 and property tax levy is reduced by \$126,000. Also, the County is seeking competitive proposals to administer and operate the Transit program contracts at no more than the adopted tax levy amount for those purposes.
- Over a year ago, the D.A.R.E. Taskforce recommended that funding decisions for the program be made at the local (municipal or school district) level and for the County to discontinue tax levy funding for the program beginning the fall semester of 2002. For the 2003 budget, the remaining expenditures and tax levy are reduced in the Non-departmental budget by \$140,000. This discontinues reimbursement payments to municipalities not served by the Sheriff's department that provide D.A.R.E. core program instruction. Also, the Sheriff's department budget was reduced approximately \$45,000 for a half year of operational cost and related overtime that remained to complete the spring 2002 semester classes.
- The Sheriff's budget is also reduced for out of county prisoner placements and related transportation costs by \$100,000. It is anticipated that there will be less need for out of County inmate placements in 2003 as more cell space will be available due to holding less federal and state inmates.
- The UW Extension base budget for 2003 was reduced by \$85,000, for the full year impact of the approved 2002 mid-year base budget reductions. The expenditures reductions include discontinuing a contracted UW extension agent and a reduction of clerical help in the youth and family program.

INFRASTRUCTURE INVESTMENTS AND MANAGING DEBT

The County continues to prudently plan for its infrastructure needs and manage its debt financing carefully to protect its Aaa/AAA Bond ratings. The Capital Projects 2003-2007 plan focuses on the Justice, Public Safety and Highway projects. Highway projects comprise over half (52.5%) of project plan expenditures with the Jail Facility, and the Communication Center requiring about one-third of the project plan expenditures.

Capital project spending in the 2003 budget year is at \$29,638,300 an increase of \$2,768,612. Key Capital projects with associated budget funding are as follows:

- ◆ On-going funding in 2003 for 25 existing projects totals nearly \$26.6 million or almost 90% of the adopted capital budget. This includes \$17.0 million for new building construction. The Justice Facility project at \$8.3 million provides funding to begin construction in 2003 for the planned Jail expansion opening of 278 additional cells set for mid-2005. This will provide a net 164 cells after the old main jail with 114 cells is demolished in 2007. This project has been reduced by \$750,000 as the result of a lower than budgeted architect and engineering contract for the project. The construction and equipment purchase phase for the new Communication Center project scheduled to open in 2004, is planned at \$6.1 million in 2003. A project to expand Retzer Nature Center for \$1.2 million, includes adding meeting, program and presentation rooms, and also includes a partnership with the Waukesha School district for the construction of new planetarium which is expected to be funded by donations. Also, final year funding of \$1.4 million for renovations to UW-Waukesha Southview Hall are in this budget.
- ◆ The 2003 capital budget includes \$8.6 million for highway projects. Major road projects include a rehabilitation of County Trunk Highway (CTH) ES (Main Street), in the Village of Mukwonago with final year funding at \$2.6 million; The widening of CTH J (Pewaukee Road) in the City of Pewaukee to four lanes from Rockwood Drive to Capitol Drive with \$850,000 provided in 2003 and plans for the remaining funding of \$833,000 in 2004. The Highway repaving program is funded at over \$2.0 million to repave approximately 20 miles of roadway. The budget includes \$655,000 for bridge reconstruction at the intersection of Calhoun Road and CTH I (Beloit Road). Also, \$300,000 is budgeted in addition to prior year capital funding for reconstruction of CTH L (Janesville Road) in the City of Muskego. This project is planned to widen Janesville Road to 4 lanes for a 2.3 mile segment from Highway O (Moorland Road) to the County Line (124th Street).
- ◆ Eleven new projects add \$2.0 million to the 2003 budget. These projects include \$1.1 million for three intersection improvements to provide safer roadway conditions; and two Information systems projects; and four building projects which adds \$635,000. The building projects include; a boiler replacement at the Northview Facility; an energy management system at the Human Service Center; a transformer switch upgrade and lower Northview hall renovation at UW-Waukesha; and a computerized maintenance system for Public Works Building operations. These investments are expected to provide a rapid return on investment from utility and maintenance cost savings. A new project to address security and public safety at the courthouse and administration center is budgeted for the first phase at \$60,000 in 2003 and followed by \$60,000 planned for 2004. In addition, an airport environmental assessment project costing \$330,000 is added. It is planned to be funded with 90% FAA funding (\$296,800), 5% State funding (\$16,600) and 5% County levy (\$16,600).

- ◆ The 2003 Capital budget is funded with revenues totaling \$4,650,869, which mainly consists of continuing state mandate relief funding of \$1.3 million and state funding estimated at \$1.1 million for the technology equipment exemption from personal property tax base. Transportation related funding from a combination of federal, state and local sources provides slightly over \$1.3 million and other project related revenues of about \$900,000.
- ◆ Fund balance appropriations of \$5,583,125 includes \$2.0 million for a new communications center, and \$1.1 million of jail assessment fee revenues and \$240,000 of Federal prisoner revenues which are both reserved in prior years for the jail project. Capital project fund balance of \$1.2 million, (including \$800,000 from spending reductions made in 2002) are appropriated to fund projects.
- ◆ Also, Proprietary fund balance of almost \$1.0 million includes \$700,000 of Internal Service fund retained earnings which funds three technology projects and \$192,000 of golf course retained earning for one golf course project.
- ◆ In addition, other major project funding includes debt borrowing of \$13.5 million; investment income on the borrowed funds of \$755,000 and a tax levy down payment of \$5,149,306. The tax levy amount budgeted for capital projects decrease \$456,382 from the 2002 budget and funds 26.5% of net expenditures (after revenues and fund balances are applied). This continues to exceed the policy of a minimum of 20% levy effort for net capital project funding.
- ◆ The 2003 capital projects require an increase in total debt service tax levy of \$175,476. The debt service budget proposed for 2003 continues to be well within compliance of the State's imposed levy rate constraints on counties. The Debt service expenditure to total governmental operating expenditure ratio is maintained below 7% in 2003 and estimated to continue below 7% in future years based on the 5 year capital and debt service plans. This is well below the County's performance measure benchmark of less than 10%. This budget continues prudent debt management and capital budgeting policies and practices to maintain the County's coveted Aaa/AAA bond ratings which helps lower borrowing costs to the taxpayers.

ACKNOWLEDGEMENTS

This budget represents our County's on-going ability to perform with integrity. We will continue to lead the way with strategic long term planning, strong financial management, program cost budgeting which focuses on results including outcome based objectives, and performance measurement to provide quality and efficient services, while continuing efforts to limit the growth of County government.

Sincere appreciation is extended to department administrators and staff for their extra effort in developing this challenging budget. All these effort, and the thorough review and approval by the County Board of Supervisors, are sincerely appreciated.

Norman A. Cummings, Director of Administration

Keith K. Swartz, Budget Manager

2003 EXPENDITURE HIGHLIGHTS

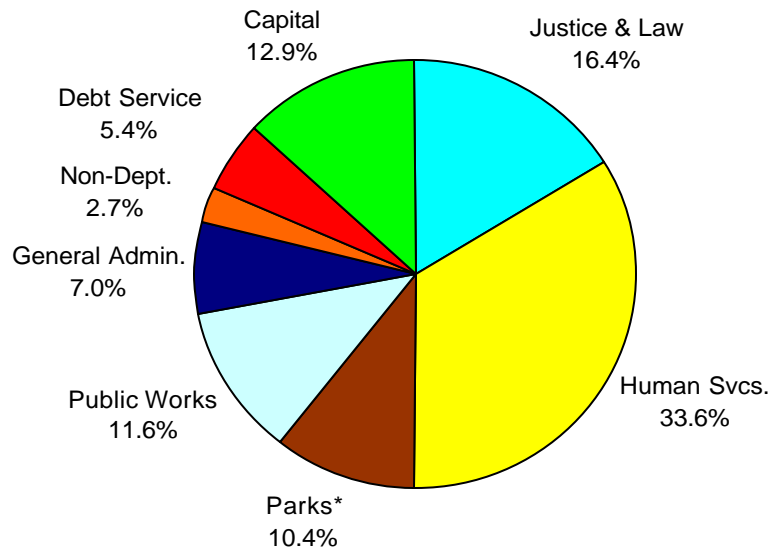
Expenditure Budget:

The 2003 total gross expenditure budget is \$229,287,973 an increase of \$11,849,968 or 5.4% from the 2002 adopted budget. Budget appropriations consist of departmental operating expenditures of \$199,649,673 and capital spending of \$29,638,300. The operating budget increases by \$9,081,356, or 4.8%, from last year's operating budget while capital project expenditures increase by \$2,768,612 from the 2002 adopted budget. The net total expenditure budget after adjustment for \$14,483,606 of interdepartmental charge backs, mainly from Internal Service Funds (which are double budgeted), is \$214,804,367. The net operating expenditure budget totals \$185,166,067 after subtracting capital spending.

The adopted budget includes personnel costs totaling \$86.1 million or 43% of the operating budget. Overall employee costs increased about \$4.5 million, or 5.5%, due to a dramatic 26% increase in health insurance costs, from the 2002 adopted budget.

Operating expenditures (including operating expenses, purchased services, and interdepartmental charges appropriation units) increase from \$95.3 million in 2002 to \$99.2 million in 2003, an increase of \$3.9 million, which includes \$1.0 million of interdepartmental charge increases. Operating, expenses represent about 50% of the operating budget. Fixed assets and improvements expenditures are budgeted at \$2.1 million. Debt service payments increase by 4.9% or \$570,200 to \$12.3 million.

2003 Expenditures as a Percent of Total

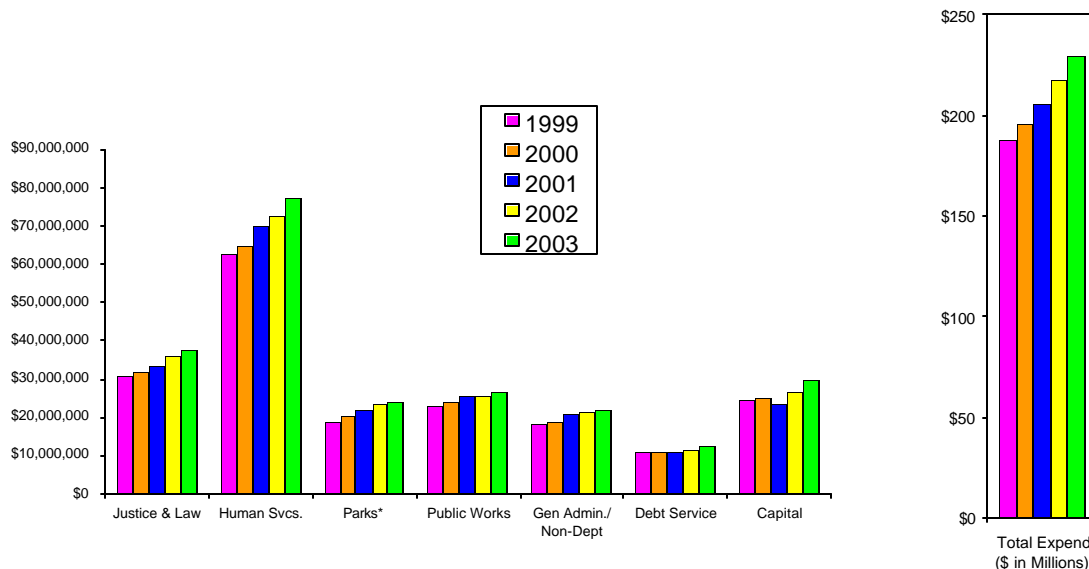


* Includes Parks, Environment, Education and Land Use

As shown above, the 2003 Functional Area expenditures are broken down as follows; Human Services activities represent 33.6% of county expenditures increasing \$4.6 million or 6.3% over 2002 budgeted levels; Justice and Public Safety activities represent 16.4% of total expenses and increase \$1.8 million or 5.0%; Public Works represents 11.6% of total expenses and increase \$858,100 or 3.4%; Parks, Environment, Education and Land Use expenditures represent 10.4% of total and increase \$604,200 or 2.6%; General Administration is 7.0% of expenditures and increases \$689,500 or 4.5%; Non-Departmental is 2.7% of expenditures and decreases \$20,000 or 0.3%; Capital expenditures total 12.9% of county expenditures and increase \$2.8 million or 10.3%; Debt Service represents 5.4% of total expenditures and increase \$570,200 or 4.9%.

2003 EXPENDITURE HIGHLIGHTS

Budgeted Expenditures by Functional Area 1999 – 2003



*Includes Parks, Environment, Education and Land Use

The graph above depicts expenditure trend data over the past five years. Overall expenditures have experienced steady and stable growth reflecting the County's growth and demands on services. Justice and Public Safety and Human Services continue to be the main budget driver areas. In addition, capital infrastructure is emphasized in 2003 with increases mainly for a communication center for county-wide dispatch and jail expansion.

Detailed expenditure highlights are included within each Functional Area Summary. A summary of major funding and policy changes, which impact expenditures by functional area, follows:

Justice and Public Safety

- The **Sheriff's** department has implemented a self-regulated phone system in the main jail with a budgeted revenue amount of \$651,300 and operating cost of \$264,500. Previously, the department contracted with an external vendor for telephone service, with the department receiving revenue on a commission basis. The new self-regulated system will allow the department greater accountability, on-site monitoring, investigative innovation, and a potential for greater net revenues.
- The **Sheriff's** department will provide DARE program services to municipalities and school districts that agree to provide full cost funding. Six contracts have been agreed upon to provide services during the Spring semester of 2003.
- The **District Attorney's** office decreases the operating expenditure base budget and related revenue budget by \$142,500 for pass through grant funding from the Wis. Dept. of Transportation (WDOT) to fund the OWI Intensive Supervision program provided by Wis. Correctional Service (WCS). Per State policy, WCS can now receive this grant funding directly from the WDOT, reducing District Attorney administrative efforts.

2003 EXPENDITURE HIGHLIGHTS

Health and Human Services

- The **Health and Human Services Criminal Justice Collaborating Council** is budgeted at \$206,800. The Collaborating Council is formed as the direct result of recommendations made by the Criminal Justice Task Force, which was created in 2001. The Task Force recommended the creation of the Council to carry out analysis/special studies and to recommend and implement changes that will lead to greater Criminal Justice System effectiveness and control Jail population growth.
- The **Health and Human Services** budget reduces full time positions by a net 2.81 FTE, which includes the unfunding of 3.0 FTE regular full time positions and temporary extra help reductions of 3.45 FTE totaling \$209,500. These reductions are the result of limited state and federal funding increases. The department indicates that the reductions will stress service delivery by increasing staff workloads.
- **Health and Human Services**-will develop and implement a plan to begin the phase down of the **BASIC** (Basic Assistance and Services for Individuals in Crisis) general relief program by eliminating the medical payment feature but continuing to provide for non-medical payments. This is in response to continued cost escalation and dwindling state financial support for the program.
- The state prioritizes funding for **Health and Human Services-Birth to Three** programming for developmental disabled children where appropriations increase \$188,000. The total number of children served is expected to increase by 87 to 964. In addition, the state is requiring the contract vendor to move toward a "consultation" model where children will be provided services in natural environments (i.e., in home settings).
- A major funding priority area for the state is the **Health and Human Services - Long-Term Care Division** 2003 expenditure appropriations budget, which increases \$2,582,000. Long Term Care programs serve eligible persons in the community who are elderly, have a developmental disability, have a long-term mental illness, or have a physical disability.
- **Health and Human Services-Mental Health Outpatient Support Services** includes a \$286,000 increase in contractual services which provides for a minimal inflationary cost increase for existing mental health services plus a 2% increase in number of residential placement days, from 27,923 days to 28,500 days.
- **Health and Human Services-Mental Health Outpatient Support Services** client medication costs increase \$125,000 or 32% reflecting escalating costs and additional medication usage to stabilize clients living in the community. The division includes funding of \$20,350 for a 0.50 FTE temporary extra help Senior Mental Health Counselor position, to generate County tax levy savings, by providing assistance in getting qualified individuals signed up for Medical Assistance, who currently receive medication funded by County tax levy.
- **Health and Human Services-Mental Health Outpatient Support Services** includes a \$91,300 expenditure increase for the Community Support Program (CSP) in order to purchase mental health counselor and psychiatry services, allowing the County to offer a full array of CSP services to 15 additional clients. These services are funded through a \$50,700 increase in the state allocation of CSP grant funding and \$43,700 increase in client charges for service revenue which results from the program expansion.
- **Health and Human Services-Public Health Division** eliminates the Vision Hearing Screening Clinics and redesigns the Sexually Transmitted Disease (STD) clinics to provide services on an appointment basis only, which allows the total number of clinics to be decreased from 92 to 72. The department indicates that expenditures decrease \$114,700 and tax levy is reduced by \$94,700 related to these service changes.

2003 EXPENDITURE HIGHLIGHTS

Parks, Environment, Education and Land Use

- The **Register of Deeds** 2003 budget includes the creation of a 1.0 FTE Secretary Supervisor position. The secretary supervisor position will provide management supervision, employee training and customer service enhancements to the Real Estate Division. In addition, a 0.88 FTE Clerk I position is abolished and recreated as a full time 1.0 FTE Clerk I/II position to better reflect work responsibilities and provide additional resources for increasing workloads.
- The **University of Wisconsin Extension** 2003 budget includes \$138,000 of Community Development Block Grant Funding which assists in neighborhood revitalization strategies throughout the County by focusing on resident involvement, education, unemployment/ employer assistance, home ownership and improving family and community resources. The programs are designed to assist the local community by convening community leaders, organizations, agencies, schools and businesses to assess the strengths and critical issues facing the community and develop community programming.
- **Parks and Land Use** includes final year funding for Fox River Park start-up costs. Expenditures include \$10,000 for one-time costs associated with operating equipment. Personnel costs include an additional \$26,200 for full cost of a Park Foreman position created in the 2002 budget. The Foreman position was created but funded for only a half year (effective July 1, 2002). Extra help budgeted within the County Parks system also increases by 1.22 FTE positions mainly for operation of Fox Brook Park (\$16,500).
- **The Parks and Land Use Land Information System** Fund budget includes the creation of 1.0 FTE Land Information Mapping Technician position to provide file maintenance and data integration activities. The position will also respond to information requests from the general public and County staff. Extra help within the Land Information System Fund also increases by 1.14 FTE for temporary intern assistance for a one-time project that will index images to the county tax file and tract index. These additional personnel expenses of \$81,400 are funded through Land information fee revenue and Wisconsin Land Information Board grant funding.

Public Works

- A dispatch operations division is created, which includes expenditure appropriations totaling \$196,725 for contracted services to provide transition to a County shared dispatch operation to include 29 municipalities. Services will coordinate with participating communities the configuration and conversion of dispatch software (records management and CAD) systems and related training requirements. The Dispatch Center plans to be in operation in 2004.
- Position changes in the Public Works Department include the unfunding of a 1.0 FTE Mass Transit Coordinator due to outsourcing transit services contract administration. A 1.0 FTE Maintenance Mechanic II and 1.0 FTE Building Service Worker I is also unfunded due to the sale of the Courthouse Annex facility to the Historical Society. Funding of \$97,279 is re-allocated to the Museum for an operations grant.
- A Museum operating grant of \$225,000 to the Historical Society is included with the approval of a ten year contract agreement with the Historical Society which would include the sale of the Courthouse Annex building
- Energy costs are budgeted to decrease almost \$117,000 in Public Works operations overall including \$176,000 for natural gas offset with increases budgeted for water and sewer (\$25,500) and electricity (\$33,600). Natural gas prices are expected to be stable and more in line with 2002 experience and much less volatile than early 2001 experience.
- The 2003 **Transit Services** budget terminates one route begun in 2001 with Congestion Mitigation Air Quality (CMAQ) grant funding due to low ridership and the resulting high costs per passenger. These changes reduce expenditures almost \$410,000 and tax levy by almost \$126,000. The County is seeking a proposals in a competitive process to provide and administer the program in 2003 for no more than the proposed tax levy amount of \$786,681

2003 EXPENDITURE HIGHLIGHTS

General Administration

- The **County Executive's office** will work with municipalities and county staff to implement the countywide dispatch communication center.
- The **County Clerk's office** is budgeting a cost decrease of \$125,000 for ballot and advertising costs in the election program, as 2003 is estimated to have fewer elections than in 2002.
- **Risk Management** is budgeting a \$125,600 increase in expenditures primarily due to purchased insurance increases due to the hardened insurance market following 9/11. Property insurance increases \$30,000, Mental Health Center liability insurance increases \$9,500, and Workers compensation insurance increases \$15,000. Also, Estimated Future claims increase \$55,000 or 9% to reflect actuarial forecasts.
- **Corporation Counsel** has budgeted \$10,000 to redesign and automate the drafting, tracking, editing and posting of ordinances and resolutions. Corporation Counsel will work in conjunction with the County Clerk, County Board, Parks and Land Use and the Department of Administration Budget and Information Systems divisions.

Non-Departmental

- Provides building capital grant of \$235,000 to the Waukesha County Historical Society for renovation of the old courthouse per enrolled resolution 157-003 (first year of a 10 year obligation).

Capital Projects

The 2003 capital project expenditure budget of \$29.6 million increases \$2.8 million or 10.3% from the 2002 adopted budget. The 2003 capital budget identifies funding for existing and new projects at a net county cost of \$19.4 million (after revenues and fund balance appropriation totaling \$10.2 million are applied). For 2003, borrowed funds total \$13.5 million and investment income is at \$755,000. Project funding also includes \$5.1 million in county tax levy, a decrease of \$456,382 from the 2002 budget

Debt Service

The Debt Service expenditure budget for general governmental purposes (excluding proprietary funds debt service payments which are funded from individual fund operating budgets) is \$12,288,538, an increase of \$570,238 or 4.8% from the 2002 adopted budget. To fund the 2003 capital project's budget, \$13.5 million is planned to be borrowed increasing the County's total debt outstanding at \$78.6 million.

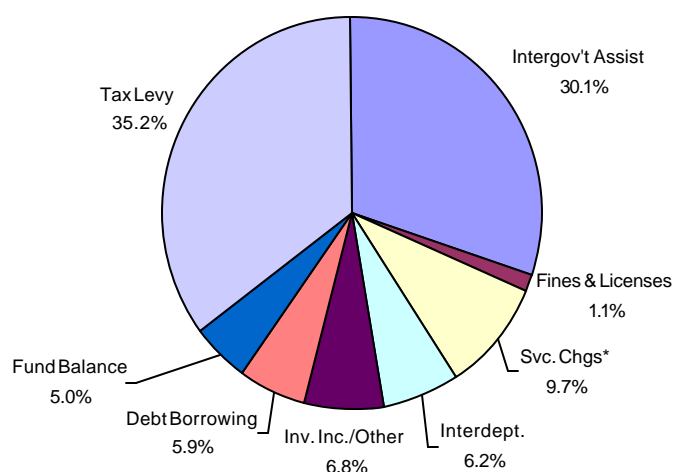
2003 REVENUE HIGHLIGHTS

Revenue Budget:

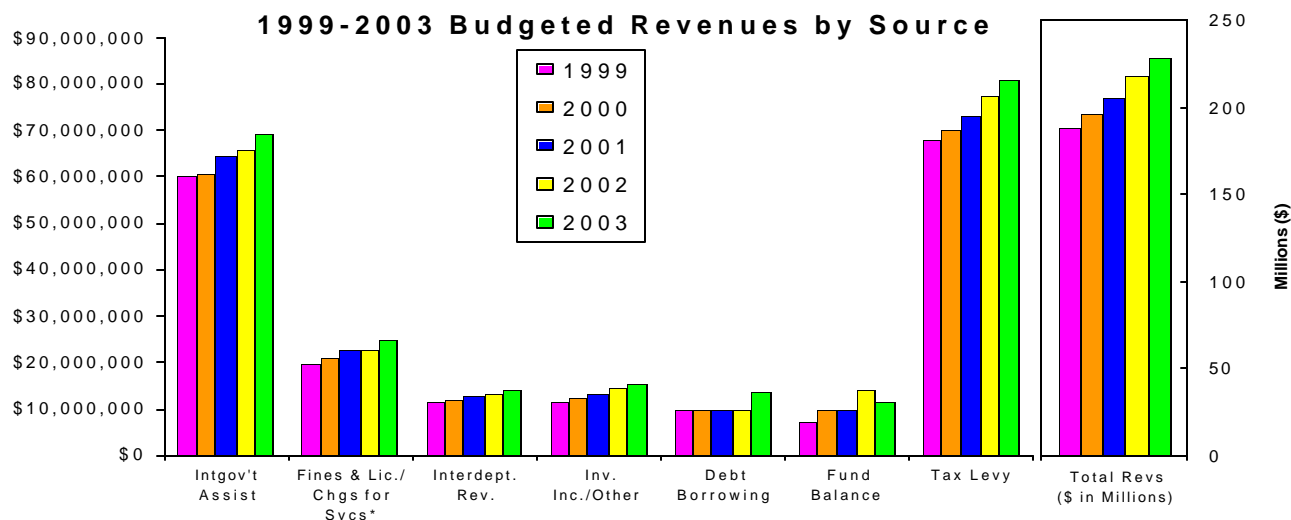
The 2003 revenue budget (excluding property tax levy, fund balance appropriations and revenue generating retained earnings) totals \$137,149,428, an increase of \$11,025,463 or 8.74% from the 2002 adopted budget. The net revenue budget is \$122,931,382 after elimination of \$14,218,046 of interdepartmental revenues (mostly from internal service funds), which are in essence double-budgeted. The 2003 revenues consist of departmental operating revenues budgeted at \$118,243,559 and capital project funding at \$18,905,869 including \$13,500,000 from planned borrowing. Overall, the operating revenues increase \$5,985,594 or 5.33% from the prior year budget. The increase is primarily due to a \$2,864,701 or a 5.0% increase in Intergovernmental Assistance Revenue and \$2,283,233 or a 10.8% increase in Charges for Service.

The graph below reflects the ratio of revenue sources budgeted for 2003 to all revenue sources, with Tax Levy (35.2%) and Intergovernmental Assistance (30.1%) as the major revenue components.

2003 Revenue Sources as a Percent of Total



The graph below reflects the revenue budgeted from all sources for 1999-2003. Nearly all sources have shown annual increases during the five-year period.



*Excludes retained earnings.

Detailed revenue highlights are included within each functional area summary. A summary of highlights and major changes from the 2002 adopted revenue budget, by source, follows.

2003 REVENUE HIGHLIGHTS

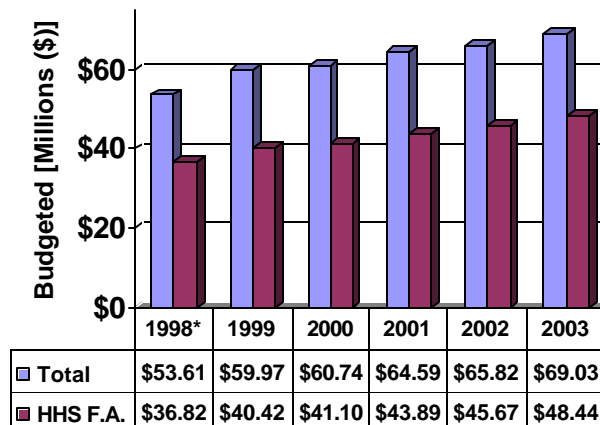
The property tax levy is not considered revenue for purposes of this section. Similarly, fund balance appropriations are not considered revenues, but rather reappropriation of prior years' funding used to reduce the amount of taxes that must be levied.

Intergovernmental Assistance:

Total 2003 intergovernmental contracts, grants and State aids are budgeted at more than \$69,028,255 representing an increase of approximately \$3,210,300 or 4.88% from the previous year's budget.

The Health and Human Services Functional Area (HHS F.A.) receives the majority of its funding from Federal / State intergovernmental assistance. The Health and Human Services Functional Area includes the Depts. of Health and Human Services, Senior Services, Veterans, Child Support, and Community Development Block Grant. Increase in annual funding is mainly from Federal funding for CDBG program assistance and Health and Social Services funding.

Intergovernmental Assistance



- **Health and Human Services -Long Term Care** funding revenues increases \$2,301,300. The Community Integration and Community Options Services program revenues increase \$1,921,500 primarily as a result of higher costs per day resulting from transferring twelve high cost individuals that required more complex service and increases in the days of care. The Developmental Disability Services program increases \$380,000 to partially fund intensive treatment services for six court assigned individuals at state centers and increased days of care for Medicaid Waiver services.
- **Department of Health and Human Services'** (HHS) Income Maintenance revenue increase of \$119,000 funds a portion of cost increases for economic support services. HHS pass through funding increases for Medical Assistance indigent burial of \$53,000, Medical Assistance transportation of \$38,000, and Birth to Three revenues of \$188,000. From 1998-2001, the Food Stamps and MA program for W-2 clients was administered through a contract with a private provider, decreasing funding by \$1.2 million (* Chart Footnote). Beginning in 2002, the state budget includes law changes reinstating the requirement for the County to directly provide these services, which results in increased costs and revenue reimbursements to the County. Youth aid revenue increases \$41,000 resulting from lower county correctional placements.
- The state **recycling grant** revenue increases \$197,500 from the 2002 adopted county budget levels to reflect budgeted state recycling grant allocations.
- **State shared revenues** are projected to decrease by an estimated 5%, or \$54,400.
- **Department of Health and Human Services** primary source of intergovernmental revenue, **the Basic County Allocation** (BCA) remains at the 2002 budget level of \$11.4 million. The lack of an increase in this state/federal funding source is the primary driver behind increasing Health and Human Services local levy need. Human Services levy increases \$1.1 million or 6.8% in 2003.

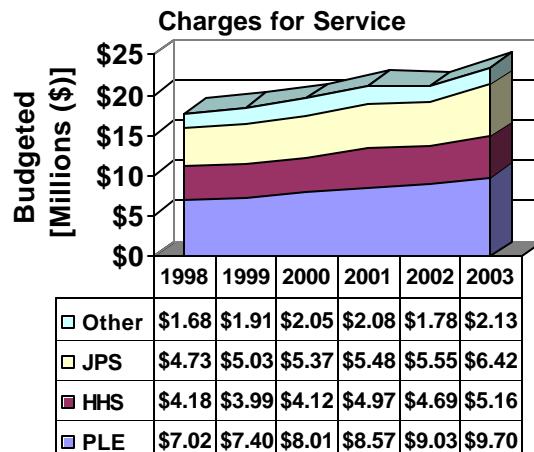
Charges for Services:

Charges for County services (user fees) are budgeted at \$23,410,296, which represents an increase of approximately \$2,283,200 or 10.8% from the 2002 adopted budget.

User Fees are charges for specific government services to those who utilize those services. They provide an equitable, proportional method to continue service operations without charging the general population. User fees collected include fees for document recording and real estate transfer and public admission for recreation usage (PLE), health care and services (HHS), and inmate stays, contracted patrols, and judicial and public safety (JPS).

2003 REVENUE HIGHLIGHTS

- **Sheriff's department** is budgeting first year telephone revenue as a charge for service of \$651,300, offset by vendor costs of \$264,500 for net revenues of \$386,800. The department implemented a telephone system in which the department operates a self-regulated system that provides greater accountability and monitoring. The previous commission-based system was operated by an external vendor, with the department previously budgeted \$361,800 as Other Revenue.



- **Department of Health and Human Services - Mental Health Inpatient** revenues increase \$306,000 reflecting an increase in the days of care and an increase in billable psychiatric coverage.
- **Register of Deeds** real estate transfer and recording fee revenues and related service revenues are budgeted \$341,000 higher than the 2002 budget. The increase primarily reflects an increase in the number of recorded pages per document. Document volume increases 5,000 (to 115,000) from the 2002 budget level of 110,000 documents.
- **Parks and Land Use** charges increase \$322,000 from an increase of \$111,000 for solid waste charges for landfill use and tipping fees from the composting project, an increase of \$55,800 in planning fees, \$47,000 for Land Information, \$44,000 for Parks, and \$89,000 for fees at enterprise facilities (golf courses, ice arenas, and exposition center).

Fines and Licenses:

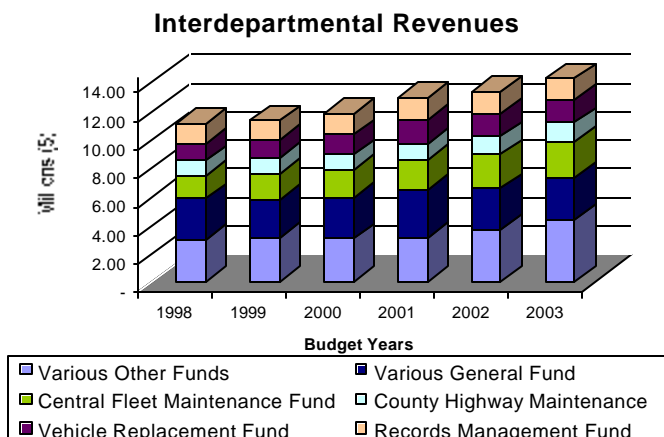
Overall fine and license revenues total slightly more than \$2,628,300 in 2003, an increase of more than \$124,700, or 4.98% from the 2002 adopted budget.

- **Parks Department** increases \$60,500 through increased license revenue of \$17,500 and permit revenue of \$43,000.
- **Justice and Public Safety** revenue from various fees increases \$47,800.

Interdepartmental Revenues:

Overall interdepartmental revenues total more than \$14,218,046, an increase of \$900,477 or 6.76% from the 2002 adopted budget.

- Revenue increases are realized across multiple internal service funds, such as the **End User Technology Fund** for computer replacement for \$546,300.
- **Public Works** department increases \$150,600 primarily due to fleet maintenance charges of \$83,000 and highway maintenance charges of \$68,400.
- **Department of Administration** revenue increase of \$165,300 for the cross charges to other county departments for risk management, radio services, and administrative charges.



2003 REVENUE HIGHLIGHTS

Other Revenues (Excludes fund balance appropriations):

(Note: Other Revenues described here exclude fund balance appropriations. However, the Other Revenues identified in the Agency and Organization Summary detail include surplus unreserved fund balance appropriated to reduce the amount of taxes levied.)

Revenues from other sources in the 2003 budget total over \$15.5 million. This represents an increase of almost \$1.0 million or 7.05% from the 2002 adopted budget.

- **Capital Project** revenue from non-county sources increases \$700,000 with revenue budgeted for the Retzer nature center of \$400,000 from the Waukesha School District and \$300,000 from the Friends of Retzer.
- **Investment** revenues are projected to increase by \$265,000, primarily driven by the **Treasurer's Department** increase of \$170,000 from higher invested cash balances, stable but slightly lower investment rates of return and Department of Administration's improved investment cash management practices and \$95,000 from interest and penalties on delinquent tax properties.

Debt Financing:

The 2002 budget includes borrowing of \$13,500,000 to finance a portion of 2003 capital projects. This represents an increase of \$3,600,000 in the level of borrowing from the 2002 adopted budget. The 2002 Budget of \$9.9 million was modified to borrow an additional \$4.7 million in 2002 and reduce a planned 2003 borrowing of \$18.4 million to take advantage of historically low interest rates in 2002.

Appropriated Fund Balance:

To reduce the 2002 tax levy (for 2003 budget purposes), the budget includes fund balance appropriations of \$11,528,986, mainly for one-time projects. This includes \$5,945,861 for the operating budget and \$5,583,125 for the Capital Projects budget.

Capital budget appropriations of fund balance include: \$1.34 million for the Justice Facility Project from prior year's jail assessment fees and federal marshal revenue; \$1,975,625 of General fund balance for the Waukesha County Communications Center; \$210,500 of End User Technology Fund balance; \$192,000 of the Parks-Golf Course fund balance; \$1.2 million of Capital Projects fund balance; \$500,000 of Telecommunications Fund balance; \$100,000 of Jurisdictional Transfer Reserve fund balance; and \$25,000 of Collections Fund Balance.

Operating budget fund balance appropriations, mainly for one time expenditure items, of most significance includes: \$1,300,000 related to debt service of which \$450,000 is designated 2002 (prior year) investment income; \$250,000 of Golf Course fund balance, \$150,000 of Materials Recycling Facility fund balance, and \$150,000 general fund balance for parkland acquisitions in the Tarmann Fund; \$398,546 of Human Services fund balance; \$207,000 of general fund balance for Non-Departmental General; \$900,000 of General fund balance for the Contingency; \$565,683 of general fund balance for the Non-Departmental End User Technology Fund; \$54,300 (to reduce taxes) for 2002 Tax Incremental District receipts from dissolved TIF's; \$50,000 for general fund park one time start-up costs, \$70,000 for prior year start up cost repayments to reduce the tax levy from the Collections Fund, \$190,000 for Radio Services to fund depreciation expense increase, \$182,986 for Risk Management; \$78,900 for Communications \$101,083 for Central Fleet; \$653,504 for Parks and Land Use Enterprise Operations; \$173,977 for Airport; \$90,000 for Child Support; \$163,948 for Sheriff, \$159,000 of general fund balance for Public works; \$15,934 for the Federated Library; and \$41,000 for Senior Services-Nutrition.

Tax Levy and Property Assessed Valuation:

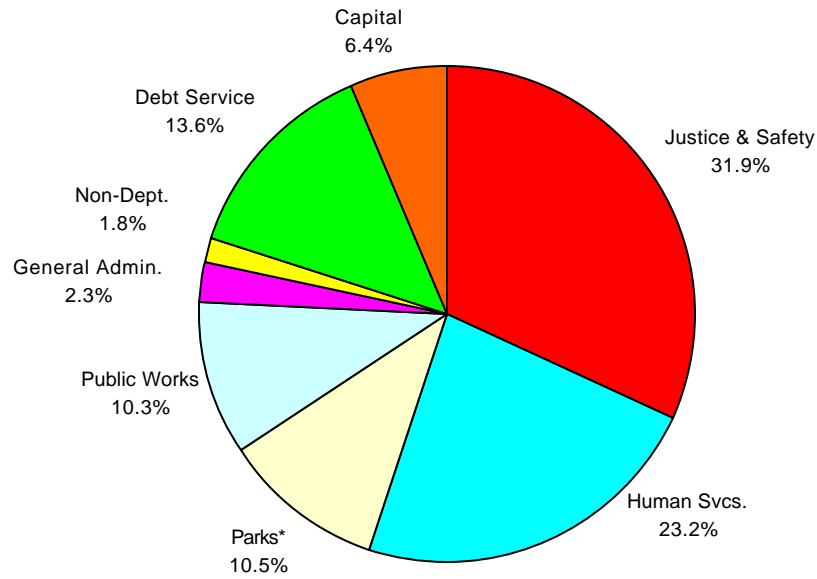
The overall 2002 tax levy (for 2003 budget purposes) is \$80,609,559, which represents an increase of \$3,021,999 or 3.90% from the 2002 adopted budget. The total tax levy consists of general County purpose tax levy of \$78,065,454, a \$2,842,325 or 3.78% increase from the 2002 adopted budget, and the Federated Library tax levy of \$2,544,105, an increase of \$179,674 or 7.60% from the 2002 adopted budget.

The tax levy rate for the general County portion of the budget is \$2.3102 per \$1,000 of equalized value, a decrease of \$0.1105 or 4.57%. The tax levy rate for the Federated Library System is \$0.2643 per \$1,000 of equalized value, a decrease of \$0.0061 or 2.24%.

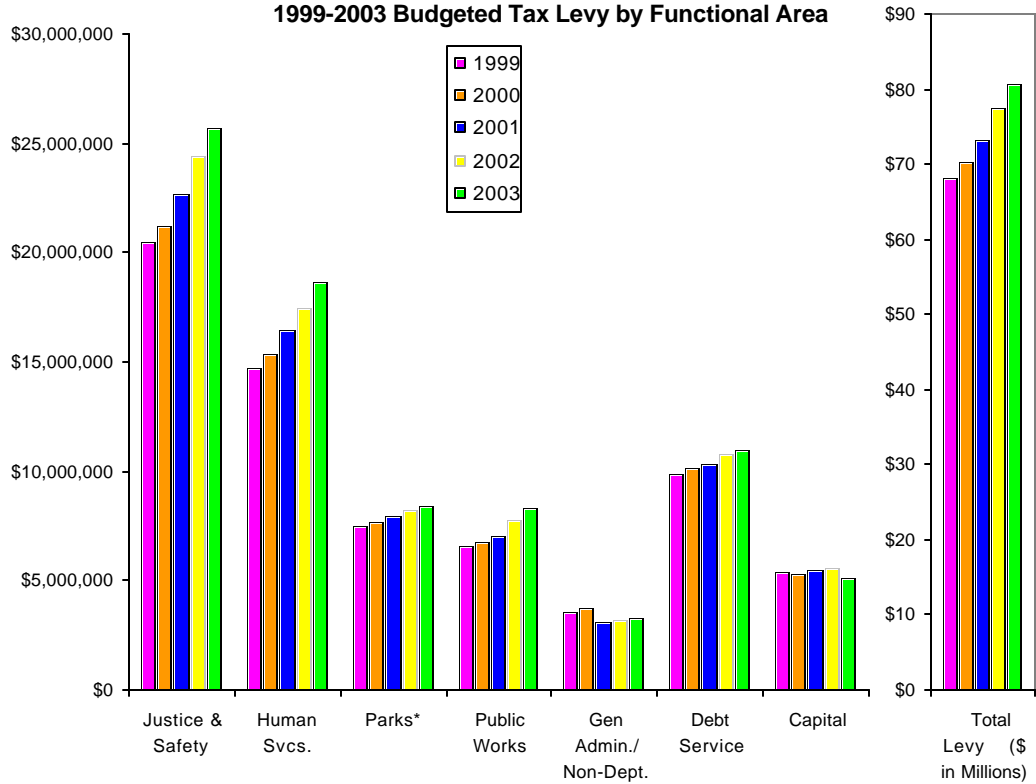
The County's equalized property valuation (excluding Tax Incremental Financing Districts) as determined by the Wisconsin Department of Revenue is at \$33,791,109,550, an increase of more than \$2.71 billion or 8.74% from the previous year.

TAX LEVY BY FUNCTIONAL AREA

2003



1999-2003 Budgeted Tax Levy by Functional Area



*Includes Parks, Environment, Education and Land Use

MAJOR PROPERTY TAX LEVY FUNDING FOR STATE MANDATED SERVICES

	1999	2000	2001	2002	2003
Adopted Budget - General County	\$66.3	\$68.2	\$70.9	\$75.2	\$78.1
Mandated Court Services:	\$5.7	\$5.8	\$5.9	\$6.3	\$6.8
Includes Circuit Court Services, District Attorney, Sheriff provided services to the courts including process serving, warrants and bailiff services.					
Mandated Law Enforcement Services:	\$7.4	\$7.9	\$9.0	\$9.9	\$10.5
Includes probations/parole holds, law enforcement service levels for patrol and detective services required by statute and corrections.					
Mandated Health and Human Services:	<u>\$10.4</u>	<u>\$11.3</u>	<u>\$12.2</u>	<u>\$12.9</u>	<u>\$14.0</u>
Includes all Human Service programs except County provided Basic Assistance for Individuals in Crisis (BASIC) program and Aging programs.					
Total Est. State Mandated Expenditures	\$23.5	\$25.0	\$27.1	\$29.1	\$31.4
Less: State Revenue Offsets:					
Mandate Relief	\$1.3	\$1.3	\$1.3	\$1.3	\$1.3
Shared Revenues	\$1.3	\$1.2	\$1.1	\$1.1	\$1.1
Transportation Aids	<u>\$4.5</u>	<u>\$4.5</u>	<u>\$4.6</u>	<u>\$4.9</u>	<u>\$5.3</u>
Total State Revenue Offsets	\$7.1	\$7.0	\$7.0	\$7.3	\$7.7
Net Est. State Mandate Funding	\$16.4	\$18.0	\$20.1	\$21.8	\$23.7
Mandate Costs covered by County % of Tax Levy	24.7%	26.4%	28.3%	29.0%	30.3%

Above figures exclude County indirect costs.

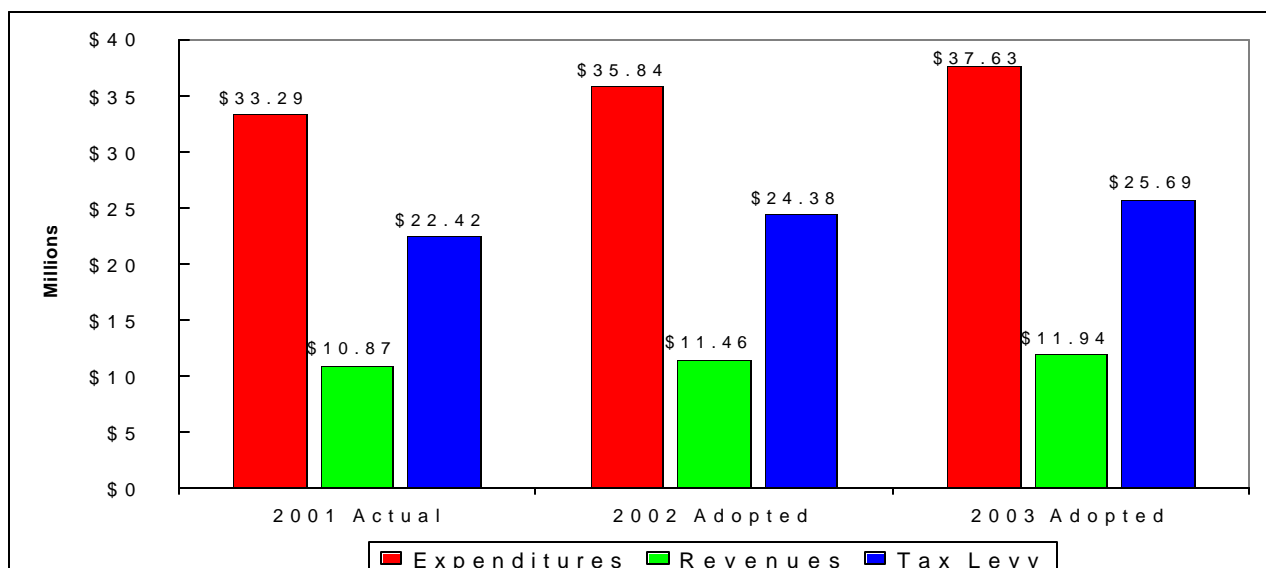
JUSTICE AND PUBLIC SAFETY

Functional Area Budget Highlights

The agency budgets within this functional area are in the general fund. They provide local law enforcement and corrections and support state court operations. The Office of **Emergency Management** coordinates all disaster-related planning, training of local officials, response activities and recovery efforts. The office reports to the County Executive. The **District Attorney** staff prosecutes state and local violations of law and provides services to crime victims through the **Victim/Witness program**. For administration and budgetary purposes, the Register in Probate, Juvenile Court, and Court Commissioner's budgets, previously under Circuit Court Judges, are merged together with the Clerk of Courts operating budget under an umbrella agency known as **Circuit Court Services**. The Clerk of Courts office provides administrative support for the state and local court system within Waukesha County including civil, family, and criminal and traffic courts. The Probate Court, Juvenile Court, and Court Commissioner functions assist court operations in their specific areas as well as operate family court counseling services. The **Medical Examiner's** office reviews all deaths within the County to determine if deaths occur of unnatural causes. The **Sheriff's Department** provides patrol, investigation, and specialized law enforcement services to the entire County. Courtroom security and transportation are provided to court support operations through interdepartmental agreements. The department also operates correctional facilities that include the Main County Jail (prisoners awaiting trial and those serving jail terms of less than one year) and the Huber Jail (minimum-security facility for work release prisoners).

Not included in this functional area are Justice and Public Safety related capital projects (see Capital Projects, Section VII) and purchases of most vehicles and major equipment replacements (see Vehicle/Equipment Replacement Fund in Public Works Functional Area, Section IV, and Copier and End User Technology Fund in Non-Departmental Functional Area, Section VI).

The 2003 expenditure budget for this functional area totals \$37,626,651, an increase of \$1,790,103 or 5.0% from the 2002 adopted budget. Revenues in the 2003 budget total \$11,938,203, an increase of \$481,318 or 4.2% from the 2002 Adopted budget. The tax levy necessary to fund this functional area totals \$25,688,448, an increase of \$1,308,785 or 5.4% from the 2002 Adopted budget.



**** JUSTICE AND PUBLIC SAFETY ****

Functional Area Summary by Agency

	2001 Actual	2002 Adopted Budget	2002 Estimate	2003 Budget	Change from 2002 Adopted Budget	
					\$	%
* TOTAL JUSTICE AND PUBLIC SAFETY *						
Expenditures	\$33,293,240	\$35,836,548	\$34,587,684	\$37,626,651	\$1,790,103	5.0%
Revenues (a)	\$10,868,250	\$11,456,885	\$11,432,177	\$11,938,203	\$481,318	4.2%
Tax Levy	\$22,424,990	\$24,379,663	\$23,155,507	\$25,688,448	\$1,308,785	5.4%
BREAKDOWN BY AGENCY (GENERAL FUND)						
EMERGENCY MANAGEMENT						
Expenditures	\$148,417	\$148,719	\$194,659	\$158,034	\$9,315	6.3%
Revenues	\$102,248	\$89,990	\$139,807	\$96,398	\$6,408	7.1%
Tax Levy	\$46,169	\$58,729	\$54,852	\$61,636	\$2,907	4.9%
DISTRICT ATTORNEY						
Expenditures	\$2,004,395	\$2,272,310	\$2,064,002	\$2,165,849	(\$106,461)	-4.7%
Revenues	\$640,306	\$761,054	\$539,368	\$578,993	(\$182,061)	-23.9%
Tax Levy	\$1,364,089	\$1,511,256	\$1,524,634	\$1,586,856	\$75,600	5.0%
CIRCUIT COURT SERVICES						
Expenditures	\$7,472,647	\$7,801,172	\$7,782,337	\$8,269,675	\$468,503	6.0%
Revenues	\$3,741,039	\$3,975,900	\$4,038,770	\$4,185,292	\$209,392	5.3%
Tax Levy	\$3,731,608	\$3,825,272	\$3,743,567	\$4,084,383	\$259,111	6.8%
MEDICAL EXAMINER						
Expenditures	\$790,341	\$848,623	\$839,280	\$898,795	\$50,172	5.9%
Revenues	\$106,557	\$114,880	\$118,805	\$122,965	\$8,085	7.0%
Tax Levy	\$683,784	\$733,743	\$720,475	\$775,830	\$42,087	5.7%
SHERIFF						
Expenditures	\$22,877,440	\$24,765,724	\$23,707,406	\$26,134,298	\$1,368,574	5.5%
Revenues (a)	\$6,278,100	\$6,515,061	\$6,595,427	\$6,954,555	\$439,494	6.7%
Tax Levy	\$16,599,340	\$18,250,663	\$17,111,979	\$19,179,743	\$929,080	5.1%

(a) Revenues include fund balance appropriation of \$176,420 for 2002 and \$163,948 for 2003.

Significant program and funding changes from the 2002 budget include:

- The **Sheriff's** department has implemented a self-regulated phone system in the main jail with a budgeted revenue amount of \$651,300 and operating cost of \$264,500. Previously, the department contracted with an external vendor for telephone service, with the department receiving revenue on a commission basis (budget of \$361,800). The new self-regulated system will allow the department greater accountability, on-site monitoring, investigative innovation, and a potential for greater net revenues.
- The **Sheriff** Department's 2003 budget reduces the provision for **out of county prisoner placement and transport costs** by \$100,000 to a 2003 level of \$100,000 as the department anticipates a lesser need for out of county placements due to additional cells being available due to holding less federal and state inmates.
- Fifth and final year phased-in fiscal impact of the revised full **Sheriff patrol services** contract costing. This costing methodology captures the full county cost of providing these services. The cost to continue on-going contract service coupled with the cost methodology's impact including county indirect costs increases the 2003 revenue budget by \$60,700.
- The **Sheriff's** department will provide DARE program services to municipalities and school districts that agree to provide full cost funding. Six contracts have been agreed upon to provide services during the Spring semester of 2003.
- The **Sheriff's** department is budgeting for the continuance of federal inmate housing after the expiration of the current contract on June 30, 2003 for housing 60 inmates. The department has negotiated with the Federal Marshall to continue to house 49 inmates during the second half of 2003, with a potential revenue estimate of \$582,800.
- The **District Attorney's** office will continue the transition from the County's customized Integrated Justice Information System (IJIS) to the State operated Bureau of Justice Information System (BJIS) case management and LAN system. This system is linked to other counties throughout Wisconsin to allow the Waukesha District Attorney's office access to up-to-date information regarding offenders.
- The **District Attorney's** office decreases the operating expenditure base budget and related revenue budget by \$142,500 for pass through grant funding from the Wis. Dept. of Transportation (WDOT) to fund the OWI Intensive Supervision program provided by Wis. Correctional Service (WCS). Per State policy, WCS can now receive this grant funding directly from the WDOT, reducing District Attorney administrative efforts.
- The **Circuit Court Services-Family Court Counseling Service** division is budgeting \$70,000 in additional revenue from an increase in the mediation fee and study fee that is charged for cases seeking services as allowed by state statute. The division has submitted (through a separate ordinance) a request to the County Board to approve an increase from \$200 to \$300 in the mediation fee and from \$300 to \$600 for the study fee.
- The Criminal Justice Coordinating Taskforce is recommending the establishment of a **Criminal Justice Collaborating Council (see table of contents, Health and Human Services Functional Area Section)** to carry out analysis/special studies and to recommend and implement comprehensive changes aimed at controlling jail inmate population growth. The Council is provided with budget appropriations totaling \$206,800 and additional county tax levy funding of \$100,000 to begin contracting for services that address front end and aftercare monitoring services to help reduce recidivism.

**BUDGETED POSITIONS 2001-2003
SUMMARY BY AGENCY AND FUND**

JUSTICE AND PUBLIC SAFETY

<u>Agency</u>	<u>Fund</u>	<u>2001 Year End</u>	<u>2002 Adopted Budget</u>	<u>2002 Modified Budget</u>	<u>2003 Budget</u>	<u>02-03 Change</u>
EMERGENCY MGMT	General	1.50	1.50	1.50	1.50	0.00
DISTRICT ATTORNEY	General	31.50	31.50	31.50	31.50	0.00
CIRCUIT COURT SERVICES	General	104.75	104.75	104.75	104.75	0.00
MEDICAL EXAMINER	General	9.00	9.00	9.00	9.00	0.00
SHERIFF	General	323.00	321.50	321.50	322.00	0.50
TOTAL REGULAR POSITIONS		469.75	468.25	468.25	468.75	0.50
TOTAL EXTRA HELP		5.75	6.21	6.21	6.25	0.04
TOTAL OVERTIME		13.05	14.46	14.46	14.02	-0.44
TOTAL BUDGETED POSITIONS		488.55	488.92	488.92	489.02	0.10

2003 BUDGET ACTIONS

DIST. ATTORNEY	Reduce 0.20 FTE Extra Help in Prosecution program Reduce 0.15 FTE Extra Help in VOCA Grant program
COURTS	Reduce 0.10 FTE of overtime in multiple programs Reduce 0.21 FTE of extra help in multiple programs
SHERIFF	Fund 1.00 FTE Correctional Facility Manager (Authorized and funded as of July, 2002) (0.50 FTE Budget increase for 2003) Increase 0.60 FTE Extra Help Decrease 0.34 FTE Overtime

2002 CURRENT YEAR ACTIONS

COURTS	Create 1.00 FTE Programs and Projects Analyst	Enrolled Ordinance 157-040
COURTS	Abolish 1.00 FTE Office Services Coordinator	Enrolled Ordinance 157-040

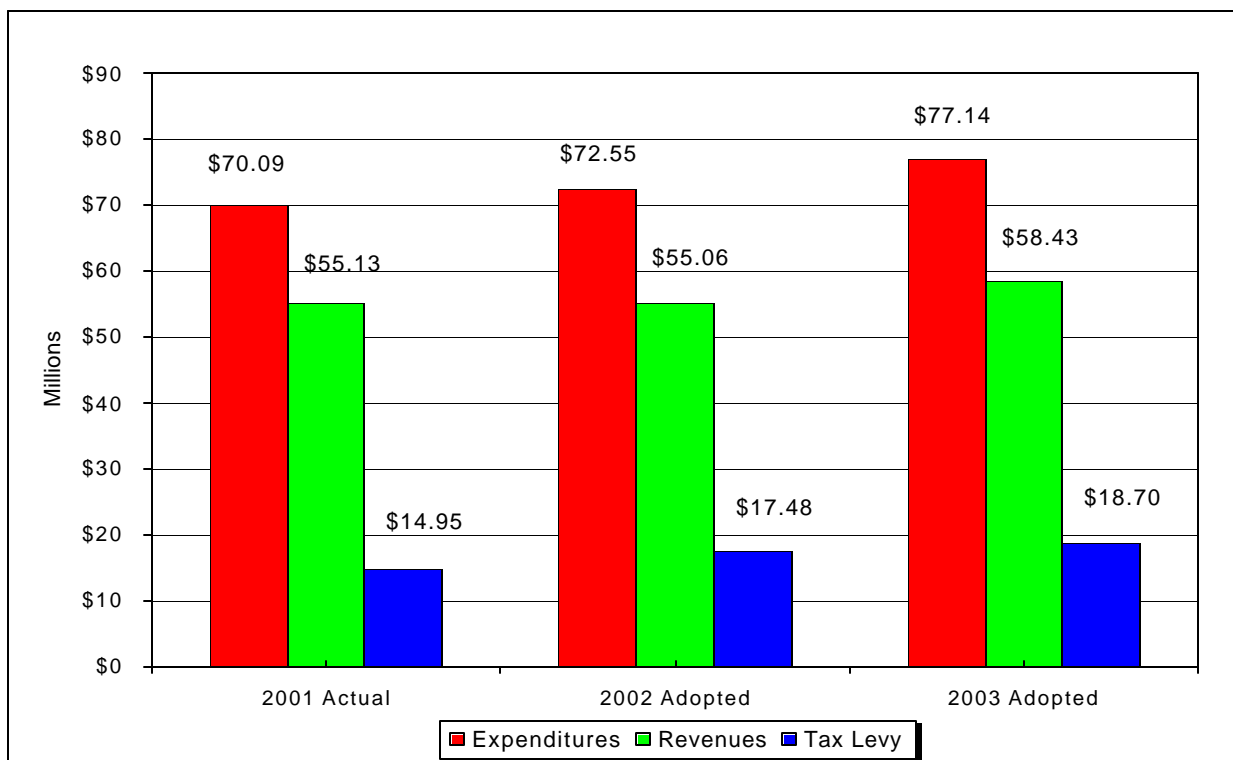
HEALTH AND HUMAN SERVICES

Functional Area Budget Highlights

The budgets within this functional area provide programs to children and their families, the elderly, veterans, unemployed, and individuals who are mentally ill, physically or developmentally disabled, or chemically dependent. **Community Development Block Grant** programs promote the development of viable urban communities through the expansion of housing, creation of jobs and community services for low and moderate income households. **Department of Health and Human Services** programs include prevention, protection, counseling, and an array of residential and community programs for children, juveniles and adults. Services also include food stamps, medical assistance and childcare payments. Public Health services are also provided in this area including assessments, consultation, education, and referral services to promote health and prevent disease. **Child Support**, under the Corporation Counsel's office, provides activities to obtain and enforce child support orders, establish paternity and certify tax refund interception on delinquent accounts. **Department of Senior Services** programs include purchased specialized transportation, adult day care programs, information and resource referrals, congregate and home delivered meals and a variety of community supportive services to allow older adults to remain in their homes. The **Veterans' Service Department** provides assistance to County veterans in applying for all available state and federal benefits.

Not included in this functional area are Health and Human Services related capital projects (see Capital Projects, Section VII) and purchases of vehicles and major equipment replacements (see Vehicle/Equipment Replacement Fund in Public Works Functional Area, Section IV, and End User Technology Fund in Non-Departmental Functional Area, Section VI).

The 2003 expenditure budget for this functional area totals \$77,136,914, an increase of \$4,588,468 or 6.3% from the 2002 adopted budget. Budgeted revenues, including \$529,546 of fund balance appropriations, total \$58,432,718, an increase of \$3,368,668 or 6.1% from the previous year's budget. The tax levy necessary to fund this functional area totals \$18,704,196, an increase of \$1,219,800 or 7% from the prior year budget.



**** HEALTH AND HUMAN SERVICES ****

Functional Area Summary by Agency

	2001 Actual	2002 Adopted Budget	2002 Estimate	2003 Budget	Change from 2002 Adopted Budget	
					\$	%
* TOTAL HEALTH AND HUMAN SERVICES *						
Expenditures (a)	\$70,087,268	\$72,548,446	\$74,736,644	\$77,136,914	\$4,588,468	6.3%
Revenues (b)	\$55,134,536	\$55,064,050	\$58,505,642	\$58,432,718	\$3,368,668	6.1%
Tax Levy	\$14,952,732	\$17,484,396	\$16,231,002	\$18,704,196	\$1,219,800	7.0%
BREAKDOWN BY AGENCY						
COMMUNITY DEVELOPMENT BLOCK GRANT						
Expenditures (a)	\$3,640,809	\$3,028,530	\$3,753,625	\$3,000,000	(\$28,530)	-0.9%
Revenues	\$4,038,286	\$3,028,530	\$4,515,000	\$3,000,000	(\$28,530)	-0.9%
Tax Levy (c)	(\$397,477)	\$0	(\$761,375)	\$0	\$0	0.0%
CORPORATION COUNSEL - CHILD SUPPORT						
Expenditures (a)	\$1,718,485	\$1,891,971	\$1,974,589	\$2,002,797	\$110,826	5.9%
Revenues (b)	\$1,718,485	\$1,855,532	\$1,950,266	\$1,904,230	\$48,698	2.6%
Tax Levy	\$0	\$36,439	\$24,323	\$98,567	\$62,128	170.5%
SENIOR SERVICES						
Expenditures	\$2,979,973	\$2,921,514	\$2,889,437	\$3,161,361	\$239,847	8.2%
Revenues (b)	\$1,842,644	\$1,591,096	\$1,713,168	\$1,779,199	\$188,103	11.8%
Tax Levy	\$1,137,329	\$1,330,418	\$1,176,269	\$1,382,162	\$51,744	3.9%
HEALTH & HUMAN SERVICES						
Expenditures (a)	\$61,546,173	\$64,487,189	\$65,904,715	\$68,739,992	\$4,252,803	6.6%
Revenues (b)	\$47,522,121	\$48,575,892	\$50,314,208	\$51,736,289	\$3,160,397	6.5%
Tax Levy	\$14,024,052	\$15,911,297	\$15,590,507	\$17,003,703	\$1,092,406	6.9%
VETERAN'S SERVICES						
Expenditures	\$201,828	\$219,242	\$214,278	\$232,764	\$13,522	6.2%
Revenues	\$13,000	\$13,000	\$13,000	\$13,000	\$0	0.0%
Tax Levy	\$188,828	\$206,242	\$201,278	\$219,764	\$13,522	6.6%

(a) 2002 estimated expenditures exceed the adopted budget resulting from 2001 year end purchase order encumbrances rolled over to 2002, carryover of 2001 expenditure authority and other current year budget modifications approved by ordinance.

(b) The 2003 budget includes a total of \$529,546 of fund balance appropriations which include: Child Support \$90,000; Senior Services Nutrition \$41,000 and Health and Human Services \$398,546. The 2002 budget includes a total of \$579,562 of fund balance appropriations which includes; Child Support \$124,800, Senior Services Nutrition \$35,468 and Health and Human Services \$419,294.

(c) Tax levy represents CDBG revenues over expenditures generated from program revenues which will be reappropriated by County Board ordinance.

Significant program and funding changes from the 2002 budget include:

- **Federal Community Development Block Grant Funding** will continue the development of viable urban communities within Waukesha County. Funding is provided for low and moderate-income households for homeownership, rehabilitation, rental opportunities, public safety improvements, planning, economic development and other county needs through various programs. The 2003 budget provides for the construction of 62 rental units in the City of Waukesha and is completing the construction of the City of Waukesha Phoenix Heights housing development of more than 78 homes. In addition, funding will be provided for 65 low to moderate income homeowners to maintain and rehabilitate their homes through a deferred rehabilitation loan. Also, funding will be provided for continued support of two low-income neighborhood revitalization areas in the City of Waukesha. CDBG will also provide funding to 33 Public Service Agencies within Waukesha County.
- The **Department of Senior Services Community Services program** anticipates increases in Elderly Transportation grant of \$58,300, Aging Grants for Elder Abuse of \$51,100, Title IIIB Supportive Home Care grant of \$19,500 and Title IIIE Family Caregiver Support grant of \$18,600 which will be used for items such as emergency needs, health care and community outreach, family caregiver support programs and training.
- **Department of Health and Human Services** primary source of intergovernmental revenue, the **Basic County Allocation (BCA)** remains at the 2002 budgeted level of \$11.4 million and has not increased in the past seven years. The lack of an increase in BCA is a significant driver behind increasing Health and Human Services local levy need. Human Services levy increases \$1.1 million or 6.8% in 2003.
- The **Health and Human Services Criminal Justice Collaborating Council** is budgeted at \$206,800. The Collaborating Council is formed as the direct result of recommendations made by the Criminal Justice Task Force, which was created in 2001. The Task Force recommended the creation of the Council to carry out analysis/special studies and to recommend and implement changes that will lead to greater Criminal Justice System effectiveness and control Jail population growth.
- The **Health and Human Services** budget reduces full time positions by a net 2.81 FTE, which includes the unfunding of 3.0 FTE regular full time positions and temporary extra help reductions of 3.45 FTE totaling \$209,500. These reductions are the result of limited state and federal funding increases. The department indicates that the reductions will stress service delivery by increasing staff workloads.
- **Health and Human Services** will develop and implement a plan to begin the phase down of the **BASIC** (Basic Assistance and Services for Individuals in Crisis) general relief program by eliminating the medical payment feature but continuing to provide for non-medical payments. This is in response to continued cost escalation and dwindling state financial support for the program.
- The state prioritizes funding for **Health and Human Services-Birth to Three** programming for developmental disabled children where appropriations increase \$188,000. The total number of children served is expected to increase by 87 to 964. In addition, the state is requiring the contract vendor to move toward a "consultation" model where children will be provided services in natural environments (i.e., in home settings).

Budget Highlights Continued

- A major funding priority area for the state is the **Health and Human Services - Long-Term Care Division** 2003 expenditure appropriations budget, which increases \$2,582,000. Long Term Care programs serve eligible persons in the community who are elderly, have a developmental disability, have a long-term mental illness, or have a physical disability.
- The **Community Integration and Community Options Services** program expenditures increase \$1,791,500 primarily as a result of higher costs per day resulting from transferring twelve high cost individuals that required more complex service. Other increases are mostly related to increases in the days of care. The expenditure increases are more than offset by a \$1,921,500 increase in General Government revenues from State and Federal funding sources.
- The **Developmental Disability Services** program increases \$751,000 primarily due to the purchase of intensive treatment services for six court assigned individuals at state centers and increased days of care for Medicaid Waiver services. Overall, the expenditure increases are funded with a \$380,000 increases in General Government revenues from State and Federal funding sources and \$332,000 of additional County tax levy support.
- **Health and Human Services-Mental Health Outpatient Support Services** includes a \$286,000 increase in contractual services which provides for a minimal inflationary cost increase for existing mental health services plus a 2% increase in number of residential placement days, from 27,923 days to 28,500 days.
- **Health and Human Services-Mental Health Outpatient Support Services** client medication costs increase \$125,000 or 32% reflecting escalating costs and additional medication usage to stabilize clients living in the community. The division includes funding of \$20,350 for a 0.50 FTE temporary extra help Senior Mental Health Counselor position, to generate County tax levy savings, by providing assistance in getting qualified individuals signed up for Medical Assistance, who currently receive medication funded by County tax levy.
- **Health and Human Services-Mental Health Outpatient Support Services** includes a \$91,300 expenditure increase for the Community Support Program (CSP) in order to purchase mental health counselor and psychiatry services, allowing the County to offer a full array of CSP services to 15 additional clients. These services are funded through a \$50,700 increase in the state allocation of CSP grant funding and \$43,700 increase in client charges for service revenue which results from the program expansion.
- **Health and Human Services-Mental Health Inpatient** revenues increase \$306,000 reflecting an increase in the days of care and an increase in billable psychiatric coverage. This results in a tax levy decrease of \$86,000.
- **Health and Human Services-Public Health Division** eliminates the Vision Hearing Screening Clinics and redesigns the Sexually Transmitted Disease (STD) clinics to provide services on an appointment basis only, which allows the total number of clinics to be decreased from 92 to 72. The department indicates that expenditures decrease \$114,700 and tax levy is reduced by \$94,700 related to these service changes.
- **Veterans' Services** provides information and assistance to all veterans of the U.S. Armed Services and their dependents and survivors. The 2003 budget also includes replacement of over 15,900 grave flags on the veteran graves within the County.

**BUDGETED POSITIONS 2001-2003
SUMMARY BY AGENCY AND FUND**

HEALTH AND HUMAN SERVICES

Agency	Fund	2001 Year End	2002 Adopted Budget	2002 Modified Budget	2003 Budget	02-03 Change
COUNTY EXECUTIVE	CDBG	2.25	2.25	2.25	2.25	0.00
CORPORATION COUNSEL	Child Support	32.60	31.60	31.60	30.60	(1.00)
SENIOR SERVICES	General	12.45	12.45	12.45	12.45	0.00
	Elderly Nutrition	4.30	4.30	4.30	4.30	0.00
	Sr. Svcs. Subtotal	16.75	16.75	16.75	16.75	0.00
HEALTH & HUMAN SERVICES	Human Services	256.42	263.68	262.68	261.87	(0.81)
	Long Term Care	34.31	34.50	34.50	33.50	(1.00)
	Mental Health Center	45.02	39.96	39.96	39.96	0.00
	Public Health	34.39	36.20	36.20	36.20	0.00
	H&HS Subtotal	370.14	374.34	373.34	371.53	(1.81)
VETERANS SERVICES	General	3.70	3.70	3.70	3.70	0.00
	TOTAL REGULAR POSITIONS	425.44	428.64	427.64	424.83	(2.81)
	TOTAL EXTRA HELP	18.25	23.10	23.10	19.27	(3.83)
	TOTAL OVERTIME	10.18	2.99	2.99	3.06	0.07
	TOTAL BUDGETED POSITIONS	453.87	454.73	453.73	447.16	(6.57)

2003 BUDGET ACTIONS

CDBG	Eliminate Extra Help 0.40 FTE. Increased overtime 0.04 FTE.
CORPORATION COUNSEL	Increase Overtime 0.18 FTE
Senior Services	General Fund Decrease Overtime 0.05 FTE
	Nutrition Fund Increase Extra Help by 0.02 FTE.
HUMAN SERVICES	Administrative/Information Services Decrease 0.01 Overtime FTE Decrease 1.24 FTE Extra Help
	Intake and Shared Services Underfill 3.0 FTE Social Worker II positions with Social Worker I Decrease Extra Help 0.44 FTE positions
	Adolescent and Family Services Underfill 0.5 FTE Social Worker II position with Social Worker I Decrease Extra Help 0.34 FTE positions
	Mental Health Outpatient and Support Services Increase 0.19 FTE Psychiatrist (abolish part time Psychiatrist and create regular Full Time Psychiatrist) Increase 0.65 FTE Extra Help Decrease Overtime 0.09 FTE
	Juvenile Court Services Decrease Extra Help 0.18 FTE position
PUBLIC HEALTH	All Divisions Decrease Extra Help 1.90 FTE

POSITIONS UNFUNDED IN 2003 BUDGET

CORPORATION COUNSEL	Unfund 1.0 FTE Clerk II
HUMAN SERVICES	Parent Services/Alternate Care Unfund 1.0 FTE Social Worker II
LONG TERM CARE	Adult Protective Services/Community Care Unfund 1.0 FTE Human Services Support Specialist

2002 CURRENT YEAR ACTIONS

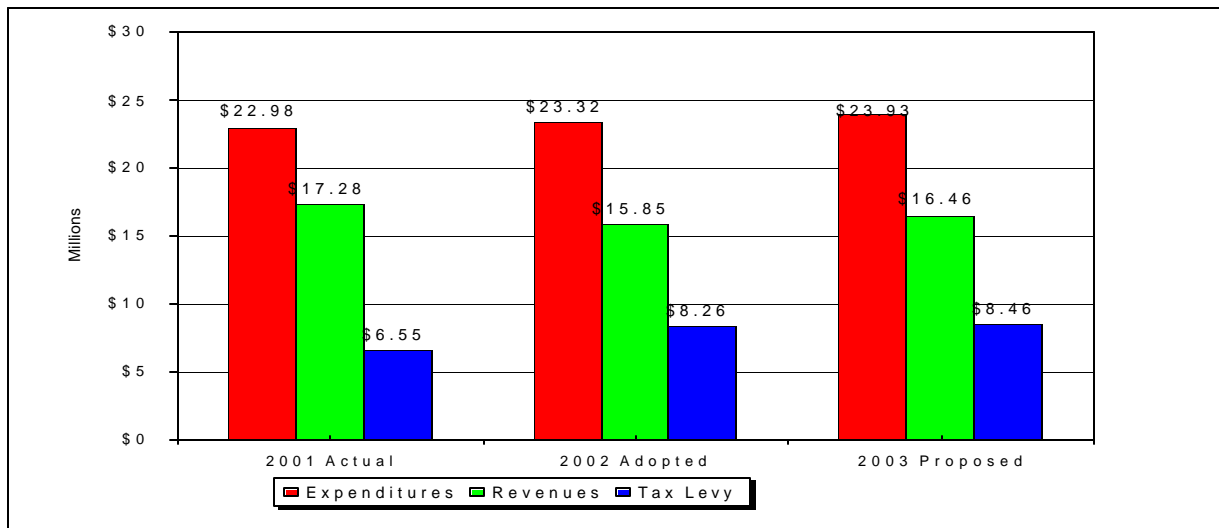
HUMAN SERVICES	Administrative/Information Services Unfund a Clerk Typist II 1.0 FTE
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PARKS, ENVIRONMENT, EDUCATION AND LAND USE

Functional Area Budget Highlights

The Parks, Environment, Education and Land Use functional area provides informational, cultural, and recreational services to County residents and provides for the preservation of natural resources as well. Agency budgets consist of a combination of General Fund, Special Revenue, and Enterprise fund types. The **Register of Deeds** Office, which operates under the responsibility of an elected official, handles all legal documents pertaining to Real Estate, Vital Statistics and Tax Listings. The **University of Wisconsin Extension** Office offers educational programs in a variety of areas including agriculture, horticulture, family living, economic development, and 4-H and youth development. The **Federated Library**, which is partially supported through state and federal grants, coordinates activities for 16 Waukesha County member libraries. The **Parks and Land Use** Department develops and operates open space and recreational facilities (parks, Museum, golf courses, Exposition Center and ice arenas); preserves, protects and enhances the County's natural resources and environmental health of its citizens through education, public cooperation, and regulation; and administers the County planning and zoning functions.

Not included in this functional area are Parks, Environment, Education and Land Use - related capital projects (see Capital Projects, Section VII) and purchases of vehicles and major equipment replacements (see Vehicle/Equipment Replacement Fund in Public Works Functional Area, Section IV, and End User Technology Fund in Non-Departmental Functional Area, Section VI).



The 2003 expenditure budget for this functional area totals \$23,772,459, after adjustments to exclude proprietary fund capitalized fixed asset items, an increase of \$451,180 or 1.9% from the 2002 adopted budget. Revenues in the 2003 budget, including \$1,269,438 of fund balance appropriations, total \$16,305,817 an increase of \$454,736 or 2.9% from the previous year's budget. The tax levy necessary to fund this functional area totals \$8,455,761 an increase of \$191,671 or 2.3% from the prior year budget.

PARKS, ENVIRONMENT, EDUCATION & LAND USE

Functional Area Summary by Agency

	2001 Actual	2002 Adopted Budget	2002 Estimate (a)	2003 Budget	Change from 2002 Adopted Budget	
					\$	%
TOTAL PARKS, ENVIRONMENT, EDUCATION AND LAND USE						
Expenditures (a)	\$22,983,668	\$23,321,279	\$23,726,807	\$23,925,459	\$604,180	2.6%
Revenues (a) (b)	\$17,276,019	\$15,851,081	\$17,618,272	\$16,458,817	\$607,736	3.8%
Oper Income/(Loss) (c)	\$735,689	\$703,892	\$1,360,435	\$899,119	\$195,227	27.7%
Tax Levy	\$6,553,338	\$8,264,090	\$7,558,970	\$8,455,761	\$191,671	2.3%
BREAKDOWN BY AGENCY						
REGISTER OF DEEDS						
Expenditures (a)	\$1,330,946	\$1,509,839	\$1,562,726	\$1,641,022	\$131,183	8.7%
Revenues (a)	\$2,786,274	\$2,217,536	\$3,009,237	\$2,499,598	\$282,062	12.7%
Tax Levy (d)	(\$1,455,328)	(\$707,697)	(\$1,446,511)	(\$858,576)	(\$150,879)	-21.3%
UW-EXTENSION						
Expenditures	\$625,729	\$664,494	\$639,244	\$578,967	(\$85,527)	-12.9%
Revenues	\$179,481	\$189,180	\$204,934	\$166,302	(\$22,878)	-12.1%
Tax Levy	\$446,248	\$475,314	\$434,310	\$412,665	(\$62,649)	-13.2%
FEDERATED LIBRARY SYSTEM						
Expenditures	\$3,359,852	\$3,529,431	\$3,448,806	\$3,672,895	\$143,464	4.1%
Revenues (b)	\$1,304,061	\$1,165,000	\$1,152,950	\$1,128,790	(\$36,210)	-3.1%
Tax Levy	\$2,055,791	\$2,364,431	\$2,295,856	\$2,544,105	\$179,674	7.6%
PARKS AND LAND USE						
Expenditures (a)	\$17,667,141	\$17,617,515	\$18,076,031	\$18,032,575	\$415,060	2.4%
Revenues (b)	\$13,006,203	\$12,279,365	\$13,251,151	\$12,664,127	\$384,762	3.1%
Oper Income/(Loss) (c)	\$735,689	\$703,892	\$1,360,435	\$899,119	\$195,227	27.7%
Tax Levy	\$5,506,627	\$6,132,042	\$6,275,315	\$6,357,567	\$225,525	3.7%

(a) The 2002 expenditure and revenue estimate exceed 2002 Adopted Budget to include separate ordinance appropriations.

(b) The 2003 budget includes fund balance appropriations totaling \$1,269,438 which includes: \$15,934 within the Federated Library State Aids Fund, \$550,000 within the Parks and Land Use Tarmann Fund, \$653,504 within Parks and Land Use Enterprise Funds and \$50,000 within the Parks and Land Use General Fund. The 2002 budget includes fund balance appropriations totaling \$1,525,143 which includes: \$30,250 within the Federated Library, \$650,000 within the Parks and Land Use Tarmann Fund, \$691,293 within Parks and Land Use Enterprise Funds and \$153,600 within the Parks and Land Use General Fund.

(c) Operating income amounts generated from enterprise fund operations are retained in fund balance and do not result in a reduction of tax levy funding for other operations.

(d) Revenues in excess of expenditures are used to reduce tax levy funding for other general government operations.

Significant Program and Funding Changes from the 2002 Budget Include:

- **Register of Deeds** Charges for Service revenues increase \$341,200 mainly consisting of a \$275,320 increase in recording fees due to an estimated 5,000 document increase in recording volume. Document volume is expected to be at 115,000 documents in 2003, after a record year projected for 2002. Revenues generated in excess of operating expenditures of \$858,500, an increase of \$150,000, are used to reduce tax levy funding requirements in other general government operations. The department's budget also includes new charges for service of \$30,000 for the recovery of labor costs associated with the provision of notice of assessment services to county municipalities and the \$20,800 in cost reimbursement for computer licensing and maintenance fees associated with granting information systems access to title companies.
- The **Register of Deeds** 2003 budget includes the creation of a 1.0 FTE Secretary Supervisor position. The secretary supervisor position will provide management supervision, employee training and customer service enhancements to the Real Estate Division. In addition, a 0.88 FTE Clerk I position is abolished and recreated as a full time 1.0 FTE Clerk I/II position to better reflect work responsibilities and provide additional resources for increasing workloads.
- The **University of Wisconsin Extension** 2003 budget includes \$138,000 of Community Development Block Grant Funding which assists in neighborhood revitalization strategies throughout the County by focusing on resident involvement, education, unemployment/ employer assistance, home ownership and improving family and community resources. The programs are designed to assist the local community by convening community leaders, organizations, agencies, schools and businesses to assess the strengths and critical issues facing the community and develop community programming.
- The **Federated Library System** county library levy increases 7.6% or \$179,674 reflecting increased expenditures at the local library level and the usage of member libraries by non-library community residents (True Non-Resident or TNR). TNR usage as a percentage of total library use decreases from 20.94% to 20.89% while local library expenditures increase 7.9% from \$11.3 million to \$12.2 million.
- The **Parks and Land Use** budget continues budgeting \$1,000,000 to implement the Legacy Parkland Acquisition program designed to acquire parcels identified within the County's Park and Open Space Plan. The program will continue to seek partnerships with non-profits, state and local units of government and use alternative funding sources to provide for cost effective acquisitions.
- **Parks and Land Use** includes final year funding for Fox River Park start-up costs. Expenditures include \$10,000 for one-time costs associated with operating equipment. Personnel costs include an additional \$26,200 for full cost of a Park Foreman position created in the 2002 budget. The Foreman position was created but funded for only a half year (effective July 1,2002). Extra help budgeted within the County Parks system also increases by 1.22 FTE positions mainly for operation of the Fox Brook Park (\$16,500).
- The **Parks and Land Use Materials Recycling Facility** budget includes a \$650,000 dividend payment to municipalities participating within the County's recycling program and increase of \$50,000 from the 2002 budget. The payment reflects a disbursement of retained earning to the 25 participating communities to offset recycling collection costs.
- The **Parks and Land Use Land Information System** Fund budget includes the creation of 1.0 FTE Land Information Mapping Technician position to provide file maintenance and data integration activities. The position will also respond to information requests from the general public and County staff. Extra help within the Land Information System Fund is also increases by 1.14 FTE for temporary intern assistance for a one-time project that will index images to the county tax file and tract index. These additional personnel expenses of \$81,400 are funded through Land information fee revenue and Wisconsin Land Information Board grant funding.

**BUDGETED POSITIONS 2001-2003
SUMMARY BY AGENCY AND FUND**

PARKS, ENVIRONMENT, EDUCATION AND LAND USE

Agency	Fund	2001 Year End	2002 Adopted Budget	2002 Modified Budget	2003 Budget	02-03 Change
REGISTER OF DEEDS	General	25.88	25.88	25.88	27.00	1.12
UW-EXTENSION*	General	4.75	4.75	4.50	4.25	(0.25)
FED. LIBRARY	Federated Library	7.50	7.00	7.00	7.00	0.00
PARKS & LAND USE	General	92.00	92.50	92.50	93.00	0.50
	Golf Course	9.58	9.58	9.58	9.58	0.00
	Ice Arenas	5.78	5.78	5.78	5.78	0.00
	Exposition Center	4.14	4.14	4.14	4.14	0.00
	Land Information Systems	2.00	2.00	2.00	3.00	1.00
	Subtotal Parks & Land Use	113.50	114.00	114.00	115.50	1.50
TOTAL REGULAR POSITIONS		151.63	151.63	151.38	153.75	2.37
TOTAL EXTRA HELP		77.87	83.23	82.68	82.86	0.18
TOTAL OVERTIME		4.35	4.43	4.38	4.26	(0.12)
TOTAL BUDGETED POSITIONS		233.85	239.29	238.44	240.87	2.43

2003 BUDGET ACTIONS:

REGISTER OF DEEDS Create 1.0 FTE Secretary Supervisor
Abolish 0.88 FTE Clerk I
Create 1.0 FTE Clerk I/II
Decrease Extra Help 0.73 FTE

UWEX Decrease: Clerk Typist II by 0.25 FTE (Full year impact of Create/Abolish)
Increase: Extra Help by 0.07 FTE

PARKS & LAND USE

General Fund Fund 1.0 FTE Park Foreman Position (Authorized as of July 1, 2002)
(0.50 FTE budget increase for 2003)
Increase Extra Help 0.99 FTE

Golf Courses Decrease Extra Help 1.37 FTE
Decrease Overtime 0.01 FTE

Ice Arenas Increase Extra Help 0.17 FTE

Expo Center Decrease Extra Help 0.09 FTE
Decrease Overtime 0.15 FTE

Land Info. Sys. Create 1.0 FTE Land Information Mapping Technician
Increase Extra Help 1.14 FTE

2002 CURRENT YEAR ACTIONS:

UWEX Create 0.50FTE Clerk Typist II & Abolish 1.00 FTE Clerk Typist II (2002 impact 0.25FTE)
Decrease Extra Help by 0.35 FTE
Decrease Overtime by .05 FTE

PARKS & LAND USE

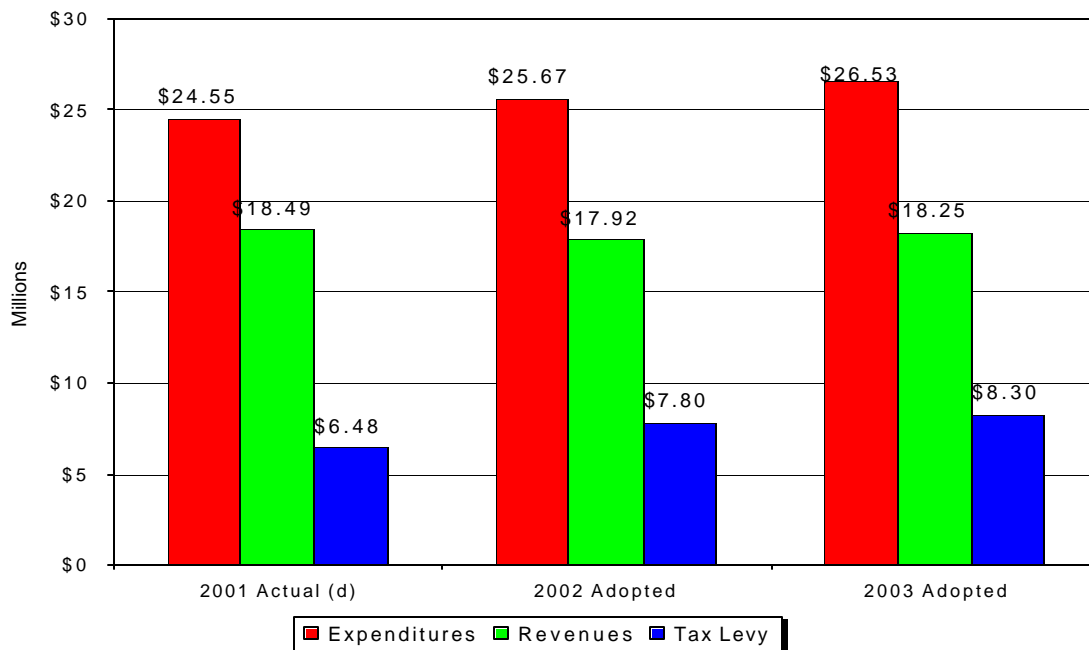
General Fund Decrease Extra Help 0.20 FTE

* UW-Extension position total includes County employees only. Total does not reflect state or other grant funded positions.

PUBLIC WORKS

Functional Area Budget Highlights

The Public Works Functional Area includes the Public Works Department and the **Airport Development** fund. The **Public Works** Department includes **General Fund** appropriations to provide architectural services, construction management and engineering for roadways and facilities, maintenance and housekeeping services, permit processing and traffic control. The **Public Safety** division will be formed to prepare for the transition to the Waukesha County Dispatch Center working together with emergency management, radio services, information systems and dispatch functions to enhance public safety. The **Highway Operations Fund** has the responsibility for all maintenance and repair services on the County Trunk Highway System and also provides appropriations for maintenance and repair of State Trunk Highways within the County, under contract with the State. The **Transit Services Fund** provides commuter bus service to/from Milwaukee, plus limited intra-county bus service. A **Central Fleet Maintenance Fund** provides for maintenance and repairs of County-owned motorized equipment, and assists equipment users in making vehicle maintenance, repair and replacement decisions. The **Vehicle/Equipment Replacement Fund** was established to finance necessary and justified replacements of vehicles and major pieces of equipment. The **Airport Development Fund** maintains and operates, through a Fixed Based Operator contract, a reliever airport serving general aviation and business travel needs. Not included in this functional area are Public Works related capital projects, (Capital Projects, Section VII) and major equipment replacements, (End-User Technology Fund, in Non-Departmental Functional Area, Section VI).



The 2003 expenditure budget for this functional area totals \$26,530,234 after adjustments to exclude proprietary fund capitalized fixed asset items, an increase of \$858,849 or 3.3% from the 2002 adopted budget. Budgeted revenues, including \$434,060 of fund balance appropriations, total \$18,247,349, an increase of \$327,961 or 1.8% from the previous year's budget. The tax levy necessary to fund this functional area totals \$8,297,027, an increase of \$500,238 or 6.4% from the 2002 budget.

**** PUBLIC WORKS ****
Functional Area Summary by Agency

	2001	2002	2002	2003	Change from 2002	
	Actual (d)	Adopted Budget (d)	Estimate	Budget	Adopted Budget	
					\$	%
* TOTAL PUBLIC WORKS *						
Expenditures (a)	\$24,550,883	\$25,671,385	\$25,554,014	\$26,530,234	\$858,849	3.3%
Revenues (b)	\$18,488,017	\$17,919,388	\$17,946,834	\$18,247,349	\$327,961	1.8%
Oper Income/(Loss) (a)	\$210,269	(\$226,662)	(\$232,968)	(\$257,311)	(\$30,649)	13.5%
Tax Levy (c),(d)	\$6,484,107	\$7,796,789	\$7,634,995	\$8,297,027	\$500,238	6.4%

BREAKDOWN BY AGENCY

PUBLIC WORKS						
Expenditures	\$23,744,977	\$24,612,196	\$24,519,079	\$25,461,511	\$849,315	3.5%
Revenues (b)	\$17,893,083	\$17,131,652	\$17,172,682	\$17,450,079	\$318,427	1.9%
Oper Income/(Loss) (a)	\$421,241	\$44,791	\$27,815	\$14,142	(\$30,649)	-68.4%
Tax Levy (c)	\$6,273,135	\$7,525,336	\$7,374,212	\$8,025,574	\$500,238	6.6%
AIRPORT DEVELOPMENT						
Expenditures	\$805,906	\$1,059,189	\$1,034,935	\$1,068,723	\$9,534	0.9%
Revenues (b)	\$594,934	\$787,736	\$774,152	\$797,270	\$9,534	1.2%
Oper Income/(Loss) (a)	(\$210,972)	(\$271,453)	(\$260,783)	(\$271,453)	\$0	0.0%
Tax Levy (a)(c)	\$210,972	\$271,453	\$260,783	\$271,453	\$0	0.0%

a) Total expenditures and net operating income exclude capitalized fixed asset purchases and debt service principal repayment of Proprietary Funds to conform with financial accounting standards. Fixed assets purchases will be made out of operating revenues, and are included in the department's fixed asset request. Vehicle Replacement Fund total 2002 expenditures exclude capitalized fixed asset purchases of \$1,949,482 and total 2003 expenditures exclude capitalized fixed asset purchases of \$1,641,600.

b) Includes Airport Development fund balance appropriation of \$173,977 in 2002 and 2003; Central Fleet fund balance appropriation of \$127,053 in 2002 and \$101,083 in 2003; and General Fund balance of \$95,000 in 2002 and \$159,000 in 2003.

c) Tax levy amount is not determined by expenditures less revenues due to proprietary fund accounting.

d) Tax levy is provided to fund estimated operating loss and/or fixed asset purchases.

Significant program and funding changes from the 2002 budget include:

- Position changes in the Public Works Department include the unfunding of a 1.0 FTE Mass Transit Coordinator due to outsourcing transit services contract administration. A 1.0 FTE Maintenance Mechanic II and 1.0 FTE Building Service Worker I is also unfunded due to the sale of the Courthouse Annex facility to the Historical Society. Funding of \$97,279 is re-allocated to the Museum for an operations grant. Other position changes include abolishing 1.0 FTE Principal Civil Engineer, 1.0 FTE Senior Transportation Engineer and 1.0 FTE Senior Civil Engineer off set with the creation of 2.0 FTE Senior Civil Engineers and 1.0 FTE Senior Engineering Technician. These changes will broaden classification specifications and allow opportunities to hire entry-level staff.
- A Museum operating grant of \$225,000 to the Historical Society is included with the approval of a ten year contract agreement with the Historical Society which would include the sale of the Courthouse Annex building.
- Energy costs are budgeted to decrease almost \$117,000 in Public Works operations overall including \$176,000 for natural gas offset with increases budgeted for water and sewer (\$25,500) and electricity (\$33,600). Natural gas prices are expected to be stable and more in line with 2002 experience and much less volatile than early 2001 experience.
- The building improvement maintenance plan includes two additional one time projects for \$159,000 to address exterior courthouse soffit repairs and Human Services Center masonry repairs. These one-time expenditures are being funded with general fund balance appropriations.
- A dispatch operations division is created, which includes expenditure appropriations totaling \$196,725 for contracted services to provide transition to a County shared dispatch operation to include 29 municipalities. Services will coordinate with participating communities the configuration and conversion of dispatch software (records management and CAD) systems and related training requirements. The Dispatch Center plans to be in operation in 2004.
- After hours security services at the Courthouse and Human Service Center buildings, which were previously purchased through a private contractor, are now being purchased at a cost of \$38,500 through an interdepartmental agreement from the Sheriff's Department.
- **Highway Operations** State transportation aids do not increase in the 2003 operating budget. The projected increase of \$400,000 is allocated to the capital budget due to uncertainties with the State budget. While County reimbursement revenue for State highway maintenance work is budgeted to increase by almost \$136,000 overall, one less patrol worker is allocated to State maintenance work in 2003.
- The 2003 **Transit Services** budget terminates one route begun in 2001 with Congestion Mitigation Air Quality (CMAQ) grant funding due to low ridership and the resulting high costs per passenger. These changes reduce expenditures almost \$410,000 and tax levy by almost \$126,000. The County is seeking a proposals in a competitive process to provide and administer the program in 2003 for no more than the proposed tax levy amount of \$786,681.
- The **Central Fleet Maintenance** budget also benefits from lower natural gas costs (\$10,000) and expected stable fuel prices for 2003, however labor costs must include higher health insurance premium costs which are reflected in increased labor rates charged to County Departments of 4%.
- The **Airport** operating budget includes an increase in charges for services revenues which are sufficient to offset budgeted cost increases resulting in no tax levy change for 2003.

**BUDGETED POSITIONS 2001-2003
SUMMARY BY AGENCY AND FUND**

PUBLIC WORKS						
<u>Agency</u>	<u>Fund</u>	<u>2001 Year End</u>	<u>2002 Adopted Budget</u>	<u>2002 Modified Budget</u>	<u>2003 Budget</u>	<u>02-03 Change</u>
PUBLIC WORKS	General	76.40	73.40	73.40	71.40	-2.00
PUBLIC WORKS	Highway Operations	71.00	71.00	71.00	71.00	0.00
PUBLIC WORKS	Transit Services	1.10	1.10	1.10	0.10	-1.00
PUBLIC WORKS	Central Fleet Maintenance	18.00	18.00	18.00	18.00	0.00
PUBLIC WORKS	Vehicle Replacement Fund	0.00	0.00	0.00	0.00	0.00
AIRPORT	Airport Development	3.00	3.00	3.00	3.00	0.00
TOTAL REGULAR POSITIONS		169.50	166.50	166.50	163.50	-3.00
TOTAL EXTRA HELP		2.15	2.15	2.15	2.15	0.00
TOTAL OVERTIME		4.45	4.45	4.45	4.27	-0.18
TOTAL BUDGETED POSITIONS		176.10	173.10	173.10	169.92	-3.18

2003 BUDGET ACTIONS:

General Fund Unfund 1.00 FTE Maintenance Mechanic II
 Unfund 1.00 FTE Building Services Worker I
 Unfund 1.00 FTE Mass Transit Coordinator
 Abolish 1.00 FTE Principal Civil Engineer
 Abolish 1.00 FTE Senior Transportation Engineer
 Abolish 1.00 FTE Senior Civil Engineer
 Create 2.00 FTE Senior Civil Engineers
 Create 1.00 FTE Senior Engineering Technician
 Transfer 1.00 FTE Patrol worker from State Highway Ops. to County Highway Ops.
 Decrease 0.18 FTE Overtime

2002 CURRENT YEAR ACTIONS:

None

GENERAL ADMINISTRATION

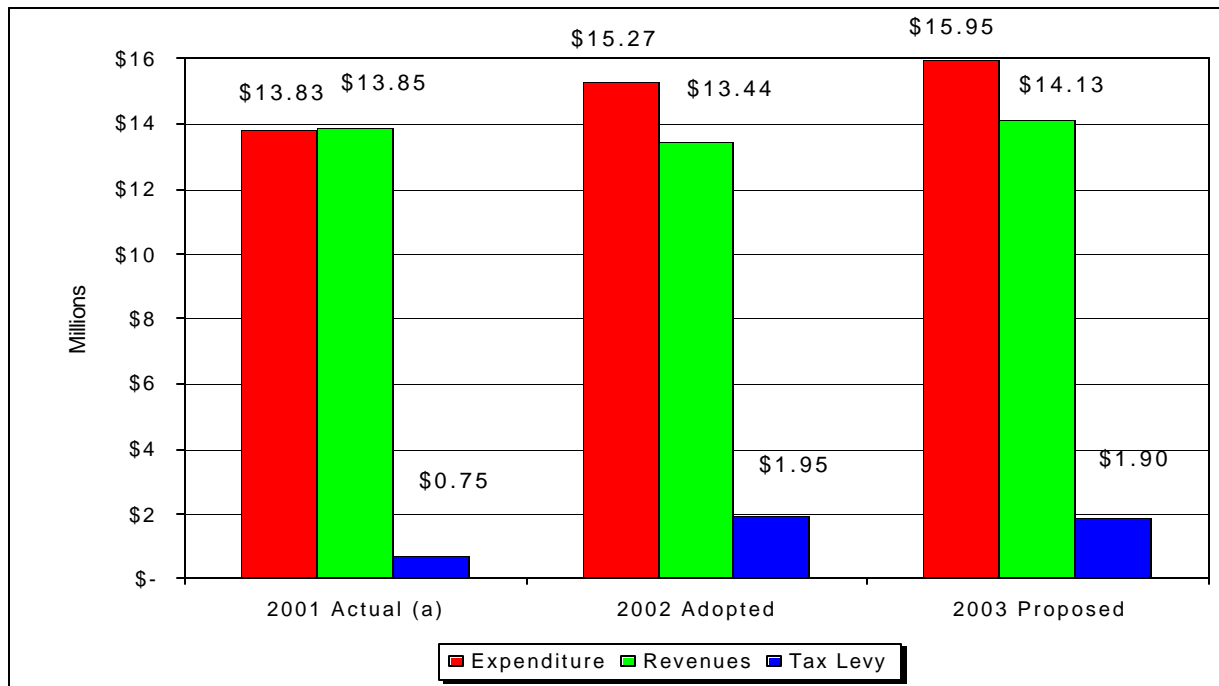
Functional Area Budget Highlights

The agencies within the General Administration Functional Area can be divided into two areas: 1) those with responsibilities vested in an elected official; and 2) those that provide the Central Administrative support operation of the County.

The agencies headed by an elected official include **County Executive; County Board; County Clerk; and County Treasurer.**

The agencies that provide Central Administrative support include: **Department of Administration**, which provides internal operations of financial services, human resource services, purchasing and information systems, and includes the following proprietary fund operations: **Risk Management, Collections, Communications Radio Service, and Records Management.** The office of **Corporation Counsel** serves as legal advisor and counsel to all County elected officials, County agencies, boards, commissions and committees.

General Administration related operations / projects included in other functional areas are Countywide technology related capital projects (see Capital Projects, Section VII) and purchases of major equipment replacements (see End User Technology Fund in Non-Departmental Functional Area, Section VI).



(a) See Functional Area Summary by Agency for information on individual department use of tax levy

The 2003 expenditure budget for this functional area totals \$15,954,888, after adjustments to exclude proprietary fund capitalized fixed asset items, an increase of \$689,523 or 4.52% from the 2002 adopted budget. Budgeted revenues, including \$521,886 of fund balance appropriations, total \$14,131,694, an increase of 5.11% from the previous year's budget. The tax levy necessary to fund this functional area totals \$1,899,505, a decrease of \$46,294 or 2.38% less than the 2002 budget.

**** GENERAL ADMINISTRATION ****

Functional Area Summary by Agency

	2001 Actual	2002 Adopted Budget	2002 Estimate	2003 Budget	Change from 2002 Adopted Budget	
					\$	%
* TOTAL GENERAL ADMINISTRATION *						
Expenditure	\$13,833,477	\$15,265,365	\$15,069,116	\$15,954,888	\$689,523	4.52%
Revenues (a)	\$13,851,638	\$13,444,201	\$13,402,637	\$14,131,694	\$687,493	5.11%
Oper Income / (Loss) (d)	\$805,514	\$194,635	\$431,972	\$146,311	(\$48,324)	-24.83%
Tax Levy (b), (c)	\$747,353	\$1,945,799	\$2,028,451	\$1,899,505	(\$46,294)	-2.38%

BREAKDOWN BY AGENCY

COUNTY EXECUTIVE						
Expenditure	\$426,301	\$487,060	\$479,079	\$496,371	\$9,311	1.9%
Revenues	\$10,640	\$8,250	\$8,250	\$8,250	\$0	0.0%
Tax Levy	\$415,661	\$478,810	\$470,829	\$488,121	\$9,311	1.9%
COUNTY BOARD						
Expenditure	\$1,096,774	\$1,227,504	\$1,156,851	\$1,257,622	\$30,118	2.5%
Revenues	\$0	\$0	\$0	\$0	\$0	N / A
Tax Levy	\$1,096,774	\$1,227,504	\$1,156,851	\$1,257,622	\$30,118	2.5%
COUNTY CLERK						
Expenditure	\$374,661	\$540,774	\$512,412	\$434,792	(\$105,982)	-19.6%
Revenues	\$132,798	\$127,175	\$129,592	\$129,050	\$1,875	1.5%
Tax Levy	\$241,863	\$413,599	\$382,820	\$305,742	(\$107,857)	-26.1%
COUNTY TREASURER						
Expenditure	\$460,120	\$543,429	\$493,497	\$627,862	\$84,433	15.5%
Revenues	\$6,817,661	\$6,679,200	\$6,275,649	\$6,969,800	\$290,600	4.4%
Tax Levy (c)	(\$6,357,541)	(\$6,135,771)	(\$5,782,152)	(\$6,341,938)	(\$206,167)	-3.4%
DEPARTMENT OF ADMINISTRATION						
Expenditure (b)	\$10,506,641	\$11,320,043	\$11,321,277	\$11,956,318	\$636,275	5.6%
Revenues (a)	\$6,577,074	\$6,305,535	\$6,665,105	\$6,692,933	\$387,398	6.1%
Oper Income / (Loss) (d)	\$805,514	\$194,635	\$431,972	\$146,311	(\$48,324)	-24.8%
Tax Levy (b)	\$4,695,081	\$5,139,143	\$5,018,144	\$5,339,696	\$200,553	3.9%
CORPORATION COUNSEL						
Expenditure	\$968,980	\$1,146,555	\$1,106,000	\$1,181,923	\$35,368	3.1%
Revenues	\$313,465	\$324,041	\$324,041	\$331,661	\$7,620	2.4%
Tax Levy	\$655,515	\$822,514	\$781,959	\$850,262	\$27,748	3.4%

- (a) The 2002 budget includes a total of \$407,115 of fund balance appropriations which includes: Risk Management: \$149,115, Collections: \$70,000, and Radio Services: \$188,000. The 2003 budget includes a total of \$521,886 of fund balance appropriations which includes: Risk Management: \$182,986, Collections: \$70,000, Communications: 78,900, and Radio Services: \$190,000.
- (b) To conform with financial accounting standards, proprietary fund expenditures exclude fixed asset expenditures, debt service-principal payments and proprietary fund retained earnings, therefore, expenditures less revenues do not equal tax levy.
- (c) Revenues in excess of expenditures reduce tax levy funding for other general governmental operations.
- (d) Operating income amounts generated from enterprise fund operations are retained in fund balance and do not result in a reduction of tax levy funding for other operations.

Significant program and funding changes from the 2002 budget include:

- The **County Executive's office** will work with municipalities and county staff to implement the countywide dispatch communication center.
- The **County Clerk's office** is budgeting a cost decrease of \$125,000 for ballot and advertising costs in the election program, as 2003 is estimated to have fewer elections than in 2002.
- The **Treasurer** is budgeting a \$290,000 increase in revenues primarily due to a \$115,000 increase in investment income mostly due to favorable investments resulting from greater returns on invested cash balances and continuing cooperative efforts with the Department of Administration to improve investment cash management practices. Also, penalties and interest on delinquent taxes are budgeted to increase \$95,000 in the 2003 budget.
- The **Department of Administration-Information System Department** will 1) assist the Accounting Services division with the implementation of the payroll/human resource system upgrade; 2) assist Health and Human Services and Senior Services departments through completion of the PeopleLink system which is also slated to be connected to the State Child Welfare System, and 3) Begin the implementation of the selected Police Records Management System and the Detention management System for the new Computer Aided Dispatch system being implemented in the countywide dispatch communication center.
- **Risk Management** costs increase \$125,600 primarily due to purchased insurance increases due to the hardening of the insurance market, especially property insurance coverage on government buildings, since 9/11. Property insurance increases \$30,000, Mental Health Center liability insurance increases \$9,500, and Workers compensation insurance increases \$15,000. Also, Estimated Future claims increase \$55,000 or 9% to reflect actuarial forecasts.
- **Radio Services** will work with municipal partners to identify and recommend solutions for their in-building coverage issues related to the 800 MHZ Trunked Radio System and assist in the preparation for the transition to the county public safety department.
- **Collections** will identify and evaluate enhanced and lower cost skip tracing alternatives to increase recovery percentage and percentage of accounts with social security numbers that are eligible for tax intercept offset.
- **Corporation Counsel** will work with the County Clerk, County Board, Parks, and Dept. of Admin. Budget and information Systems offices to redesign the automated drafting, tracking, editing and posting of ordinances and resolutions.

**BUDGETED POSITIONS 2001-2003
SUMMARY BY AGENCY AND FUND**

GENERAL ADMINISTRATION

Agency	Fund	2001 Year End	2002 Adopted Budget	2002 Modified Budget	2003 Budget	02-03 Change
COUNTY EXECUTIVE	General	4.75	4.75	4.75	4.75	0.00
COUNTY BOARD	General	9.00	9.00	9.00	9.00	0.00
COUNTY CLERK	General	5.50	5.00	5.00	5.00	0.00
TREASURER	General	6.50	6.50	6.25	6.00	(0.25)
DEPT. OF ADMINISTRATION	General	65.20	65.00	65.00	64.60	(0.40)
	Risk Management	3.20	3.20	3.20	3.20	0.00
	Records Management	7.50	7.50	7.50	7.50	0.00
	Communications	2.15	2.35	2.35	2.35	0.00
	Radio Services	5.20	5.20	5.20	5.10	(0.10)
	Collections	4.75	4.75	5.00	4.75	(0.25)
	Subtotal Dept. of Admin.	88.00	88.00	88.25	87.50	(0.75)
CORPORATION COUNSEL	General	11.40	11.40	11.40	11.40	0.00
TOTAL REGULAR POSITIONS		125.15	124.65	124.65	123.65	(1.00)
TOTAL EXTRA HELP		12.08	10.39	10.29	9.50	(0.79)
TOTAL OVERTIME		0.31	0.44	0.44	0.39	(0.05)
TOTAL BUDGETED POSITIONS		137.54	135.48	135.38	133.54	(1.84)

2003 BUDGET ACTIONS

COUNTY EXECUTIVE	Reduce 0.04 FTE Extra Help
COUNTY CLERK	Decrease 0.08 FTE Extra Help Decrease 0.02 FTE Overtime
TREASURER	Abolish 0.25 FTE Account Clerk II
COLLECTIONS	Abolish 1.00 FTE Clerk Typist II Create 1.00 FTE Account Clerk I Abolish 0.25 FTE Account Clerk II Reduce 0.28 FTE Extra Help
DOA-GENERAL	Transfer 0.10 FTE Budget Manager from Radio Services to Budget. Abolish 0.50 FTE Account Clerk II Reduce 0.02 FTE Extra Help Reduce 0.01 FTE Overtime
DOA-RADIO SERVICES	Increase 0.12 FTE Extra Help
DOA RECORDS MGMT.	Reduce 0.59 FTE Extra Help Increase 0.02 FTE Overtime
DOA-COMMUNICATIONS	Reduce 0.04 FTE Overtime

2002 CURRENT YEAR ACTIONS

TREASURER	Transfer 0.25 FTE Account Clerk II position to DOA - Collections as of July 1, 2002
RISK MGMT.	Given the unplanned turnover in the Sr. Risk Management Analyst position, an intern was hired over the summer months to help alleviate workload from 2 months position vacancy. FTE for intern hours worked in summer = 0.12.

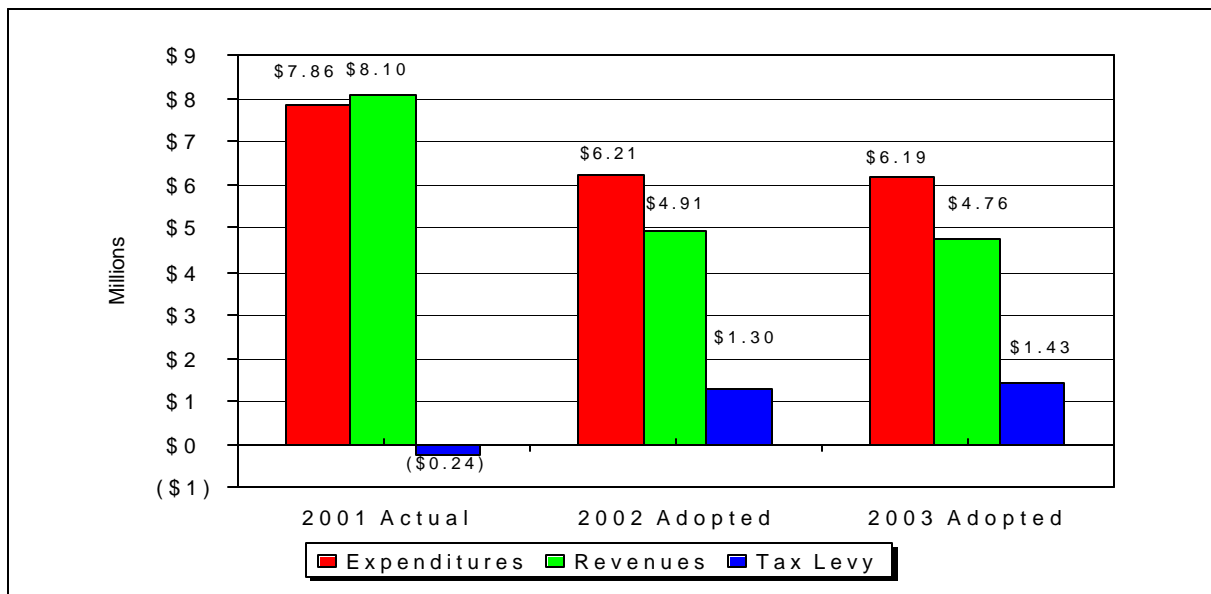
NON-DEPARTMENTAL

Functional Area Budget Highlights

The Non-Departmental Functional area includes three budgets not directly associated with, or controlled by, a specific county department. The **Non-Departmental General Fund** provides for a wide variety of purposes not directly attributable to specific departmental operating budgets. Some of the most significant items include: complying with certain Federal and State mandated requirements such as addressing Environmental Protection Agency (EPA)/Department of Natural Resources (DNR) underground storage tank requirements, The Americans with Disabilities Act (ADA), and the Clean Air Act; membership in the Southeastern Wisconsin Planning Commission; payment of special assessments on county properties; and receipt of State shared revenues. The **End User Technology Fund** was established to finance certain necessary and justified computer repairs, maintenance contracts, replacements, end user help desk support, and network infrastructure. The **Contingency Fund** provides funds to respond to emergency situations and issues that could not be anticipated during the budget review process.

SUMMARY

The 2003 expenditure budget for this functional area totals \$6,186,989 after adjustments to exclude proprietary fund capitalized fixed asset items, a decrease of \$20,004 or 0.3% from the 2002 adopted budget. Budgeted revenues total \$4,760,211, an decrease of \$148,709 or 3.0% from the 2002 adopted budget. The tax levy necessary to fund this functional area totals \$1,426,778, an increase of \$128,705 or 9.9% from the 2002 budget.



Significant program and funding changes from the 2002 budget include:

- Provide building capital grant of \$235,000 to the Waukesha County Historical Society for renovation of the Courthouse Annex per enrolled resolution 157-003 (first year of a 10 year obligation).
- Funding for Business Continuity of \$105,000 includes \$20,000 for Health Insurance Portability and Accountability Act (HIPAA) issues.
- State shared revenues are projected to decrease by an estimated 5%, or \$54,400.
- Tax Incremental Financing District (TID's), dissolved in prior years, returns \$54,300 of County levy used to lower the County tax levy for 2003 budget purposes versus \$164,500 in the 2002 budget.
- The **End User Technology Fund** includes the replacement of 340 personal computers and 20 printers.
- **Contingency** Fund expenditures and revenue remains at the 2002 budget level of \$1,350,000. Funding includes General Fund balance appropriation of \$900,000 and \$450,000 of tax levy.

**** NON - DEPARTMENTAL ****

Functional Area Summary by Agency

	2001 Actual	2002 Adopted Budget	2002 Estimate	2003 Budget	Change from 2002 Adopted Budget	
					\$	%
* TOTAL NON - DEPARTMENTAL *						
Expenditures (a,f)	\$7,855,136	\$6,206,993	\$6,337,273	\$6,186,989	(\$20,004)	-0.3%
Revenues (b,c,f)	\$8,097,329	\$4,908,920	\$5,128,839	\$4,760,211	(\$148,709)	-3.0%
Operating Income/(Loss) (d)	(\$515,045)	(\$735,000)	(\$615,166)	(\$725,000)	\$10,000	-1.4%
Tax Levy (e)	(\$242,193)	\$1,298,073	\$1,208,434	\$1,426,778	\$128,705	9.9%

BREAKDOWN BY FUND

GENERAL

Expenditures (f)	\$4,663,628	\$1,576,868	\$2,871,746	\$1,717,328	\$140,460	8.9%
Revenues (b,f)	\$5,770,866	\$1,363,795	\$2,628,478	\$1,465,550	\$101,755	7.5%
Tax Levy (b,e)	(\$1,107,238)	\$213,073	\$243,268	\$251,778	\$38,705	18.2%

END USER TECHNOLOGY FUND

Expenditures (a)	\$2,741,008	\$3,280,125	\$3,115,527	\$3,119,661	(\$160,464)	-4.9%
Revenues (b,c)	\$2,225,963	\$2,545,125	\$2,500,361	\$2,394,661	(\$150,464)	-5.9%
Operating Income/(Loss) (d)	(\$515,045)	(\$735,000)	(\$615,166)	(\$725,000)	\$10,000	-1.4%
Tax Levy (e)	\$515,045	\$735,000	\$615,166	\$725,000	(\$10,000)	-1.4%

CONTINGENCY

Expenditures	\$450,500	\$1,350,000	\$350,000	\$1,350,000	\$0	0.0%
Revenues (b)	\$100,500	\$1,000,000	\$0	\$900,000	(\$100,000)	-10.0%
Tax Levy (e)	\$350,000	\$350,000	\$350,000	\$450,000	\$100,000	28.6%

- (a) To conform with financial accounting standards for proprietary funds, total 2002 expenditures exclude capitalized fixed asset purchases as follows: End User Technology Fund, \$408,211. Total 2003 expenditures exclude capitalized fixed asset purchases as follows: End User Technology Fund, \$421,428.
- (b) Revenue budget for 2002 includes General fund balance appropriations totaling \$2,176,500 as follows: General: \$176,500 (of which \$164,500 is from tax incremental finance district refunds); End User Technology Fund: \$1,000,000; and Contingency Fund \$1,000,000. Revenue budget for 2003 includes General fund balance appropriations totaling \$1,726,983 as follows: General: \$261,300 (of which \$54,300 is from tax incremental finance district refunds); End User Technology Fund: \$565,683; and Contingency Fund: \$900,000.
- (c) Revenue Budget includes End User Technology Fund Balance of \$327,673 for 2001, \$262,472 for 2002, and \$0 for 2003.
- (d) Operating Income/(Loss) represents revenues minus expenditures funded by planned use of fund balance in the End User Technology Fund.
- (e) Tax Levy shown for 2001 represents actual expenditures less revenues. For comparison purposes, the 2001 adopted tax levy is as follows: General Fund -- \$138,945; End User Technology Fund (net) -- \$700,000; and Contingency Fund -- \$350,000.
- (f) The 2002 estimate includes \$1,350,000 of fund balance and operating expenditure authority to fund the health insurance reserves per enrolled ordinance 156-093. The 2001 actual included \$3,116,000 of General Fund balance and operating expense authority for a payment of pension liability per ordinance 156-092.

**BUDGETED POSITIONS 2001-2003
SUMMARY BY AGENCY AND FUND**

NON DEPARTMENTAL

Agency	Fund	2001 Year End	2002 Adopted Budget	2002 Modified Budget	2003 Budget	02-03 Change
NON DEPARTMENTAL	End User Tech. Fund	8.00	9.00	9.00	9.00	0.00
Extra Help		1.40	2.08	2.08	4.72	2.64
Overtime		0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL		9.40	11.08	11.08	13.72	2.64

2003 BUDGET ACTIONS

End User Technology Fund Increase Extra Help 2.64FTE

2002 CURRENT YEAR ACTIONS

None

2002 BUDGET ACTIONS

END USER TECH. FUND Create 1.0 FTE Senior Information System Professional
Abolish 1.00 FTE Dispatch Center Specialist (Transferred from Sheriff Department)
Increase Extra Help 0.42 FTE

Waukesha County Five Year Capital Project Plan

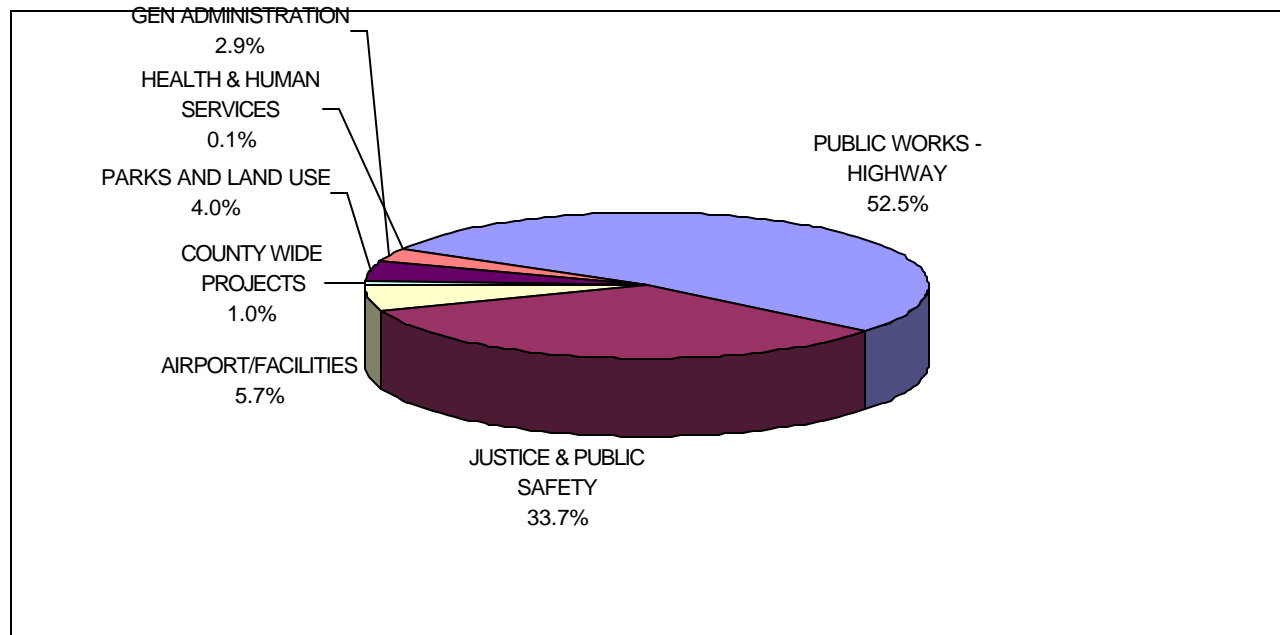
Each year, the County Executive submits a capital budget and an updated five-year Capital Plan to the County Board. After review and modification, the County Board adopts the plan by resolution. The plan represents the prioritization of long-range capital need linked to the strategic plans of the County.

Public Works – Highway is over 50% of the plan at \$63 million. This compares to almost \$73 million in the last five-year plan. However, almost \$40.3 million is allocated for Justice and Public Safety over the 5-year plan.

Projects in the five-year plan total \$6.8 million for other facility projects including \$5.2 million for UW-Waukesha, \$673,000 for the Airport and \$970,000 for general County facilities.

The Parks and Land Use area includes \$4.6 million for park development and land improvements and \$192,000 for Golf Course Enterprise operations. General Administration includes \$2.0 million for information systems and \$700,000 for a tax record system.

FUNCTIONAL AREA FOR TOTAL PLAN 2003-2007



FUNCTIONAL AREA	TOTAL 2003-2007	% OF TOTAL
PUBLIC WORKS - HIGHWAY	\$62,900,000	52.5%
JUSTICE & PUBLIC SAFETY	\$40,325,000	33.7%
AIRPORT/FACILITIES	\$6,834,600	5.7%
PARKS AND LAND USE	\$4,810,835	4.0%
GEN ADMINISTRATION	\$3,532,000	3.0%
COUNTY WIDE PROJECTS	\$1,181,500	1.0%
HEALTH & HUMAN SERVICES	<u>\$150,000</u>	0.1%
TOTAL EXPENDITURES	\$119,733,935	100%

Totals do not include funding for a Waukesha County Dispatch Center. The County Executive proposed \$6.1 million for 2003 and \$354,000 for 2004. It was not adopted in the plan by 2/3 majority as required by County Board rules, however the previously adopted plan included \$1.4 million in 2003 and \$3.35 million in 2004. Subsequent to the adoption of the 03-07 plan, the County Board adopted \$6.1 million toward dispatch facility construction and equipment by the required majority vote in the 2003 capital budget.

Waukesha County Five Year Capital Project Plan Summary

WAUKESHA COUNTY 2003-2007 CAPITAL PROJECT PLAN SUMMARY

FUNCTIONAL AREA:	2003 Plan	2004 Plan	2005 Plan	2006 Plan	2007 Plan	5 YR TOTAL Plan
JUSTICE & PUBLIC SAFETY						
Facility Projects	\$8,560,000	\$14,060,000	\$7,800,000	\$1,625,000	\$8,000,000	\$40,045,000
Information Systems	\$0	\$30,000	\$250,000	\$0	\$0	\$280,000
Subtotal	\$8,560,000	\$14,090,000	\$8,050,000	\$1,625,000	\$8,000,000	\$40,325,000
HEALTH & HUMAN SERVICES						
Information Systems	\$0	\$150,000	\$0	\$0	\$0	\$150,000
PARKS & LAND USE						
Parks	\$1,669,200	\$785,000	\$797,500	\$967,135	\$400,000	\$4,618,835
Enterprise Operations	\$192,000	\$0	\$0	\$0	\$0	\$192,000
Subtotal	\$1,861,200	\$785,000	\$797,500	\$967,135	\$400,000	\$4,810,835
PUBLIC WORKS						
Highways	\$6,300,000	\$9,372,000	\$8,820,000	\$13,495,000	\$10,188,000	\$48,175,000
Highways/Major Maintenance	<u>\$2,285,000</u>	<u>\$2,890,000</u>	<u>\$3,045,000</u>	<u>\$3,200,000</u>	<u>\$3,305,000</u>	<u>\$14,725,000</u>
Highways	Subtotal	\$8,585,000	\$12,262,000	\$11,865,000	\$16,695,000	\$13,493,000
Subtotal	\$8,585,000	\$12,262,000	\$11,865,000	\$16,695,000	\$13,493,000	\$62,900,000
UW-Waukesha	\$1,523,000	\$645,000	\$3,024,000	\$0	\$0	\$5,192,000
Facilities	\$595,000	\$55,000	\$40,000	\$20,000	\$260,000	\$970,000
Airport	<u>\$201,600</u>	<u>\$166,000</u>	<u>\$0</u>	<u>\$305,000</u>	<u>\$0</u>	<u>\$672,600</u>
Subtotal	\$10,904,600	\$13,128,000	\$14,929,000	\$17,020,000	\$13,753,000	\$69,734,600
GENERAL ADMINISTRATION						
Information Systems	\$1,280,000	\$1,135,000	\$195,000	\$90,000	\$0	\$2,700,000
COUNTY WIDE						
Technology	\$910,500	\$271,000	\$0	\$0	\$0	\$1,181,500
Financing	<u>\$182,000</u>	<u>\$170,000</u>	<u>\$160,000</u>	<u>\$160,000</u>	<u>\$160,000</u>	<u>\$832,000</u>
Subtotal	\$2,372,500	\$1,576,000	\$355,000	\$250,000	\$160,000	\$4,713,500
TOTAL GROSS EXPENDITURES*	\$23,698,300	\$29,729,000	\$24,131,500	\$19,862,135	\$22,313,000	\$119,733,935
LESS REVENUES & FUND BAL. APPLIED	<u>\$8,322,900</u>	<u>\$7,586,000</u>	<u>\$2,850,000</u>	<u>\$400,000</u>	<u>\$400,000</u>	<u>\$19,558,900</u>
NET EXPENDITURES *	\$15,375,400	\$22,143,000	\$21,281,500	\$19,462,135	\$21,913,000	\$100,175,035

* Totals do not include funding for a Waukesha County Dispatch Center. The County Executive proposed \$6.1 million for 2003 and \$345,000 for 2004. It was not adopted in the plan by 2/3 majority as required by County Board rules, however the previously adopted plan included \$1.4 million in 2003 and \$3.35 million in 2004. Subsequent to the adoption of the 03-07 plan, the County Board adopted \$6.1 million toward dispatch facility construction and equipment by the required majority vote in the 2003 capital budget.

Waukesha County Five Year Capital Project Plan Summary

The 2003-2007 Capital Plan identifies 58 projects at an estimated total cost of \$119.7 million over the five year period. Projects in the first year of the plan do not represent the 2003 budget. The County Executive proposed \$6.1 million for 2003 and \$345,000 for 2004 for a County wide Dispatch Center. It was not adopted in the plan by 2/3 majority as required by County Board rules, however the previously adopted plan included \$1.4 million in 2003 and \$3.35 million in 2004. Subsequent to the adoption of the 03-07 plan, the County Board adopted \$6.1 million toward dispatch facility construction and equipment by the required majority vote in the 2003 capital budget. Major projects for future years are briefly explained in the following narrative. A project listing of all projects in the five-year plan is shown on the following pages.

JUSTICE AND PUBLIC SAFETY

Justice and Public Safety projects total almost \$40.3 million. The Justice Facility Expansion project includes revised project costs of \$34 million over the five-year plan for Phase I to provide jail space for approximately 272 beds. A second phase project for \$14.6 million with \$8.0 million in 2007 will demolish the existing old jail and provide up to eight courtrooms. Reductions include actual costs for construction management and final design of \$1.55 million and reductions for the removal of additional cells previously in the second phase. This area also includes \$60,000 for address security at the courthouse and administration building. The plan does not include \$6.5 million for a Communications Center as adopted in the 2003 Capital budget.

HEALTH AND HUMAN SERVICES

A project is included to provide a required integration with a State mandated systems for \$150,000.

PARKS AND LAND USE

Projects in this functional area total almost \$4.8 million. Park projects include \$1.37 million for recreation trails, \$2.0 million for park roadway maintenance improvements and \$1.24 million for a nature center expansion which includes a planetarium funded by the Waukesha School District. A single golf course project for \$192,000 is funded with golf course retained earnings for golf course car paths.

PUBLIC WORKS

Public works projects estimated at \$69.7 million represent 58% of the total plan. This includes road projects of \$62.9 million. New and expanded capacity road construction is identified in priority corridors and is estimated to cost \$35.0 million. The plan also identifies funding of \$4.0 million for County road improvements to facilitate jurisdictional transfers. Road projects include \$7.3 million for rehabilitation work, \$10.7 million for major maintenance and \$2.3 million for bridges. Spot safety improvements for \$3.8 million primarily include intersection work.

Facility projects include \$5.2 million for projects at UW-Waukesha Campus including Southview Hall, refurbishing, and building updates at Northview Hall. An additional \$970,000 is included for building improvements of \$530,000 and energy and maintenance management systems of \$440,000.

Airport improvement projects total \$672,000 for facility improvements including continuing development of hangar infrastructure to address demand for new hangar construction and a runway reconstruction. An environmental assessment will address resolution of issues associated with non-standard safety areas.

GENERAL ADMINISTRATION

General Administration projects total \$2.7 million involving information systems projects. This includes \$350,000 for general technology infrastructure improvements and \$1.5 million for software system upgrades including tax records, collections and network office software. An additional investment of \$765,000 in the County's electronic document management system continues over the five-year period from 2003 to 2006.

COUNTY-WIDE PROJECTS

County-wide project total almost \$1.2 million including technology efforts to facilitate communications including data sharing and upgrading the payroll system. Debt financing related costs include bond discount and arbitrage rebate expenditures and are currently estimated at \$832,000 over the five year period.

Waukesha County Five Year Capital Project Plan Summary

20-Jan-03	CURRENT	2003	2004	2005	2006	2007
PROJECT TITLE	No.	ADOPTE	ADOPTE	ADOPTE	ADOPTE	ADOPTE

PUBLIC WORKS - BUILDINGS

NORTHVIEW BOILER REPLACEMENT	200303		\$250,000			
ENERGY MANAGEMENT SYS -HUM SER CEN	200304		\$275,000			
COMPUTERIZED MAINTENANCE SYSTEM	200305		\$70,000	\$55,000	\$40,000	
3rd FLOOR COURTHOUSE, FIRE-PROOF & CEILINGS	200307				\$20,000	\$260,000

RETZER NATURE CTR EXPAND	9805	\$55,000	\$1,244,200			
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UWW SOUTHVIEW RENOVATON	9705	\$97,000	\$1,403,000			
UWW NORTHVIEWHALL 133	9919		\$5,000	\$25,000	\$324,000	
UWW LWR NORTHVIEW HLL REFURB	9920		\$75,000	\$200,000	\$2,700,000	
UWW SWITHC/TRANSFORMER/CABLE REPLACE	200318		\$40,000	\$420,000		

JUSTICE FACILITY PROJECT PHASE I	200108	\$3,975,000	\$8,500,000	\$14,000,000	\$7,800,000	
JUSTICE FACILITY PROJECT PHASE II	200326	\$3,975,000			\$1,625,000	\$8,000,000
WC COMMUNICATIONS CENTER	200210	\$240,000	*	*		
COURTHOUSE/ADMIN CENTER SECURITY	200328	\$0	\$60,000	\$60,000		

* The County Executive proposed \$6.1 million for 2003 and \$345,000 for 2004. It was not adopted in the plan by 2/3 majority as required by County Board rules, however the previously adopted plan included \$1.4 million in 2003 and \$3.35 million in 2004. Subsequent to the adoption of the 03-07 plan, the County Board adopted \$6.1 million toward dispatch facility construction and equipment by the required majority vote in the 2003 capital budget.

PUBLIC WORKS - HIGHWAYS

CTH Q, COLGATE - STH 175	9115	\$844,000	\$353,000		\$3,500,000	\$7,247,000	
CTH VV, CTH Y - BETTE DR	9707						\$938,000
CTH P, ROAD T, ROAD P, REHAB	9815	\$200,000	\$194,000	\$2,091,000			
CTH O, CTH I to STH 59	200104			\$367,000	\$2,000,000	\$2,314,000	
CTH H, FOX RIVER BRIDGE	200202					\$34,000	\$196,000
CTH ES LINE-MUK RIVER	8929	\$963,000	\$2,644,000				
CTH L, CTH O- EAST COUNTY LINE	9706	\$5,921,000	\$300,000	\$5,100,000			
CTH L, BOX CULVERT	9711	\$246,000	\$106,000				
CTH X, SAYLESVILLE CREEK BRIDGE	9810	\$178,000	\$27,000				
CTH I, LITTLE MUSKEGO CRK BRDG	9908	\$119,000	\$655,000				
CTH LO, JERICHO CRK BRIDGE	200007	\$277,000	\$55,000				
CTH L, CTH Y to CTH O	200011				\$941,000	\$2,000,000	\$3,860,000
CTH Y, CTH L - CTH I	9903			\$976,000	\$1,500,000	\$1,300,000	\$5,000,000
CTHJ, ROCKWOOD DR-STH 190	9901	\$3,154,000	\$850,000	\$838,000			
CTH X, STH 59 - HARRIS HIGHLANDS	9904				\$479,000	\$600,000	\$194,000
CTH SR, WATERTOWN RD SIGNALS	200314		\$617,000				
CTH Y, WATERTOWN RD TO NORTH AVE	9709				\$400,000		
CTH P, CTH K INTERSECTION SIGNALS	200315		\$399,000				
CTH O, TRAFFIC SIGNAL INTERCONNECT	200317		\$100,000				
SPOT SAFETY IMPROVEMENTS	200203			\$150,000	\$250,000	\$350,000	\$400,000

PROJECT TITLE	20-Jan-03	CURRENT APPROP	2003 ADOPTED	2004 ADOPTED	2005 ADOPTED	2006 ADOPTED	2007 ADOPTED
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CULVERT REPLCMNT PROGRAM	9817	\$500,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
BRIDGE AID PROGRAM	9131	\$140,000	\$145,000	\$150,000	\$155,000	\$160,000	\$165,000
REPAVING PROGRAM 2001-2005	9715	\$5,604,625	\$2,040,000	\$2,090,000	\$2,140,000	\$2,190,000	\$2,240,000
INTERSECTION SIGNAL PROGRAM	9816			\$400,000	\$400,000	\$400,000	\$400,000

AIRPORT

SOUTHEAST HANGAR AREA PHASE II	200021	\$415,000	\$185,000				
RUNWAY 18/36 RECONSTRUCTION	200308			\$135,000		\$305,000	
STORM WATER MASTER PLAN & UTILITY MAPPING	200312			\$31,000			
ENVIRONMENTAL ASSESSMENT	200329		\$16,600				

PARKS AND LAND USE

WANAKI CAR PATH	9912	\$8,000	\$192,000				
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PVMNT MGMT PLAN IMPLMTN	9703	\$1,490,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
BIKEWAY PAVEMENT IMPROVEMENTS	200014	\$25,000	\$25,000	\$385,000	\$385,000		
LAKE COUNTRY TRAIL PHASE 3	200324				\$12,500	\$567,135	

TREASURER/REGISTER OF DEEDS-INFORMATION SYSTEMS

TAX RECORDS REPLACEMENT	200205	\$25,000	\$575,000	\$125,000			
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JUSTICE & PUBLIC SAFETY-INFORMATION SYSTEMS

MOBILE DATA INFRASTRUCTURE UPGRADE	200201			\$30,000	\$250,000		
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HEALTH AND HUMAN SERVICES-INFORMATION SYSTEMS

IMPLEMENT HHS AUTOMATED SYS	200109	\$560,000		\$150,000			
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DEPARTMENT OF ADMINISTRATION-INFORMATION SYSTEMS

ELEC DOCUMENT MGMT SYSTEM	200027	\$660,000	\$280,000	\$200,000	\$195,000	\$90,000	
INTERNET & INTRANET INFRASTRUCTURE	200101	\$1,536,650	\$350,000				
UPGRADE OFFICE SUITE FROM WINDOWS 2000	200319		\$50,000	\$560,000			
UPGRADE COLLECTIONS (CUBS) SYSTEM	200327		\$25,000	\$250,000			

COUNTY-WIDE PROJECTS

PAYROLL SYSTEM UPGRADE	200204	\$315,000	\$200,000				
FIBER FOR COUNTY CAMPUS	200206	\$200,000	\$210,500	\$176,000			
TELECOMMUNICATIONS SYSTEM	200207	\$50,000	\$500,000	\$95,000			

FINANCING (Includes Arb Rebate/Discount)			\$182,000	\$170,000	\$160,000	\$160,000	\$160,000
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PROJECT TITLE	20-Jan-03	CURRENT APPROP	2003 ADOPTED	2004 ADOPTED	2005 ADOPTED	2006 ADOPTED	2007 ADOPTED
GROSS EXPENDITURES*			\$23,698,300	\$29,729,000	\$24,131,500	\$19,862,135	\$22,313,000

* Totals do not include funding for a Waukesha County Dispatch Center. The County Executive proposed \$6.1 million for 2003 and \$345,000 for 2004. It was not adopted in the plan by 2/3 majority as required by County Board rules, however the previously adopted plan included \$1.4 million in 2003 and \$3.35 million in 2004. Subsequent to the adoption of the 03-07 plan, the County Board adopted \$6.1 million toward dispatch facility construction and equipment by the required majority vote in the 2003 capital budget.

LESS REVENUES: (Excludes investment income earned on debt issue)

GOLF COURSE RETAINED EARNINGS	\$192,000					
JAIL ASSESSMENT FEES FROM PRIOR YEARS 200108	\$1,100,000	\$3,800,000				
FEDERAL PRISONER REVENUE RESERVED FROM PRIOR YEARS	\$400,000	\$400,000	\$900,000			
CAPITAL PROJECT FUND BALANCE (includes 2002 Expend Reductions)	\$1,300,000	\$1,000,000				
JURISDICTIONAL TRNSFR RESERVES	\$100,000					
RADIO FUND BALANCE (200201)		\$30,000	\$250,000			
END USER TECHNOLOGY FUND BALANCE #200206	\$210,500	\$176,000				
TELECOMMUNICATINS FUND BALANCE #200207	\$500,000	\$95,000				
COLLECTIONS FUND BALANCE	\$25,000	\$250,000				
GEN FUND BALANCE: LOANS(# 200210)-COM CENTER **						
GEN FUND BALANCE		\$1,300,000	\$1,300,000			
STATE MANDATE RELIEF	\$1,310,000					
PERSONAL PROPERTY REPLACEMENT-STATE AID	\$1,100,000					
RETZER NATURE CENTER DONATIONS	\$699,400					
Grant for Security Project to be determined	\$60,000	\$60,000				
CHIP REVENUE FOR HIGHWAY REPAVING	\$150,000					
CHIP D REVENUE FOR PROJECT #200314	\$300,000					
STATE TRANSPORTATION AIDS/HIGHWAY FN BAL	\$600,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Village of Mukwonago #8929	\$276,000					
SACWIS Revenue #200109		\$75,000				
Communication Center Municipal Revenue #200210**	\$0					
SUBTOTAL REVENUES	\$8,322,900	\$7,586,000	\$2,850,000	\$400,000	\$400,000	
NET EXPENDITURES	\$15,375,400	\$22,143,000	\$21,281,500	\$19,462,135	\$21,913,000	

** Totals do not include funding for a Waukesha County Dispatch Center. The County Executive proposed \$6.1 million for 2003 and \$345,000 for 2004. It was not adopted in the plan by 2/3 majority as required by County Board rules, however the previously adopted plan included \$1.4 million in 2003 and \$3.35 million in 2004. Subsequent to the adoption of the 03-07 plan, the County Board adopted \$6.1 million toward dispatch facility construction and equipment by the required majority vote in the 2003 capital budget.